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Membership of 2009-10 Strategic Planning Steering Committee

Chancellor Jack Lassiter
Provost David Ray
Dr. Morris Bramlett, Mathematics and Natural Sciences
Mr. Jim Brewer, Media Services
Dr. Clay Brown, Student Affairs/University Relations
Dr. Debbie Bryant Academic Affairs/Registrar
Dr. Kelly Bryant, Agriculture
Ms. Sandra Campbell, Library
Ms. Sharon Cantrell, Workforce Training
Dr. Peggy Doss, Education
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Dr. Louis James, Business
Mr. Jay Jones, Finance and Administration
Dr. Richard Kluender, Forest Resources
Mr. Scott Lykens, Faculty Governance
Mr. Chris Ratcliff, Athletics
Ms. Linda Rushing, College of Technology-Crossett
Mr. Mark Spencer, Arts and Humanities/Music
Dr. Carol Strong, Social and Behavioral Sciences
Mr. Bob Ware, College of Technology-McGehee
Ms. Mary Whiting, Admissions
DIVISION OF AGRICULTURE
UNIVERSITY OF ARKANSAS AT MONTICELLO

Mission, Role, and Scope

It is the mission of the Division of Agriculture to provide educational programs on both the theory and practice of agricultural science, enabling the graduate to compete within and contribute to this diverse field at the producer, industry, and graduate student level. This mission is accomplished through degree options in Agribusiness, Animal Science, Plant and Soil Sciences, and General Agriculture. Four agriculture minors are also offered. Those desiring agricultural degree programs not offered at the University of Arkansas at Monticello are provided introductory course work and advising designed to facilitate transfer to another institution. In addition, students desiring to enter veterinary school are provided course work and advising aimed at meeting the requirements of institutions offering a degree in veterinary medicine.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Enhance our use of field trips.

The following events enhanced our use of field trips:

- A visit Tyson foods last fall was arranged and hosted. Alumni who have careers with Tyson joined us. Our students gained valuable experience from this event.
- Our Agriculture Business Firm Management class traveled to Perkins Farm Supply for a first hand look at a locally owned and operated agriculture business.
- The Agriculture Policy class traveled to the Capitol during the state’s first ever fiscal session.
- A group of Agriculture students traveled to Little Rock and witnessed a U.S. Senate Agriculture Committee hearing, which was the first by the new committee chair Senator Blanche Lincoln.
- The Fiber & Oilseed class traveled to World Soy Technologies in DeWitt to learn the latest in soybean cultivar development.
- The Soil and Water Conservation class traveled to the Delta Conservation
Demonstration Center in Metcalfe, MS for a first hand look at new conservation techniques. Large class sizes in some of our animal science classes restricted our ability to make full use of field trips.

2. Maintain and expand collaboration with Southeast Research Extension Cooperative (SEREC) and other branches of the University of Arkansas system.

   UAM faculty participated in the planning of a Beef IQ short course with CES faculty. Grant applications were submitted and funds secured from the Soybean Promotion Board and the Arkansas Department of Agriculture. A stream bank restoration demonstration was initiated in cooperation with UA animal science faculty and UAM School of Forestry faculty. UAM and SEREC faculty cooperated on field days, research projects and presentations.

3. Manage our scholarship resources to attract and retain good students.

   We lost the ability to award Allied Poultry scholarships to six students of our choosing. The Poultry Federation has decided to choose winners themselves from a group of applicants. We sent several good applications from our students. One of our students received the Arkansas State Plant Board Scholarship.

4. Enhance the Division webpage to meet the needs of current and prospective students.

   Last year we added our student learning objectives to our webpage in an easy to find place. The number of new student inquiries from our webpage increased last year. We referred more students with inquiries to our webpage last year.

5. Host a quality annual event for alumni.

   We moved our annual event from the fall to the spring in conjunction with the Weevil Stampede Collegiate Rodeo to see if participation would increase; however, attendance is still low.

Intermediate-Range Objectives

1. Expand professional summer internship activity.

   Last year saw increased opportunities from industry for our students to enroll in a professional summer internship. Three students took advantage of these opportunities last summer. We had more opportunities than we had student interest. We believe financial constraints, and short term thinking on the part of students is keeping more of them from participating.
2. Organize a structured recruiting effort aimed at captive audiences of high school students with a high probability of interest or success.

   We coordinated a visit from DesArc High School to UAM in May. Unfortunately, the trip was ultimately canceled due to scheduling difficulties. We were represented at the State FFA convention near Hot Springs. The 4H club youth were worked with and exposed to UAM and a career in agriculture.

3. Increase collaboration with Forestry and Math and Science regarding employment and internship opportunities.

   No efforts were made toward achieving this objective.

**Long-Range Objectives**

1. Offer continuing education classes to the industry.

   Last year our animal science faculty was asked to offer a continuing education course in Artificial Insemination. We need to explore charging a fee for such a course.

2. Increase dollars available for scholarships.

   One new scholarship from the Saline County Master Gardeners’ Association was secured. In addition, faculty encouraged students to apply for the lottery scholarships. The faculty did a good job of informing students of scholarship opportunities and helping them apply.

3. Add a portable wireless computer lab to teach agriculture computer classes.

   No efforts were made toward achieving this objective.

**Support goals from Enhancement of Academics focus:**

- Improve academic quality standards.
- Share academic opportunities across units.
- Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
- Improve internal and external communications.
- Provide the latest technology to our students and faculty.
- Utilize our Colleges of Technology to offer technical programs to all campuses.
- Accommodate the diverse needs of students.
- Enhance UAM’s image.
Short-Range Objectives

1. Enhance our student’s ability to communicate both written and orally through class assignments.

   We continued wide spread use of essay questions, term papers, open response questions and oral presentations. A poster presentation component was added to our Agriculture Business Firm Management class.

2. Utilize the news media to highlight our success.

   Last year we maintained a stronger contact with The Voice and the UAM Office of Media Services and improved our contacts with journalism students assigned to cover events in the School of Agriculture.

3. Enhance our use of field trips.

   Students gained knowledge and exposure from field trips they would not have gained from the classroom. Students were required to complete coursework in relation to the field trip.

Intermediate-Range Objectives

1. Develop coursework in site specific agriculture.

   Faculty laid the ground work for animal tracking devices to use in monitoring cattle behavior. The School needs a corporate partner for technology in agriculture who is able to provide us with technology and keep us updated.

2. Use workshops and short courses offered by industry and Universities as special problems for college credit.

   Discussion on this topic continues. Last year we explored the feasibility of giving UAM course credit for a University of Kentucky equine apprenticeship.

3. Expand professional summer internship activity.

   An increased number of opportunities were available last year. Every student who wanted a summer internship received one. We need more students willing to accept a summer internship.

4. Increase our efforts in assessment such as the use of pre-tests and other good measures of success.

   Good use of pre-tests and post-tests continues.
Long-Range Objectives

1. Enhance the professional writing and speaking skills of agriculture students.

   An increased number of classroom activities involved an oral presentation last year.

2. Conduct a systematic review of course content in non-agriculture courses required for our degree options.

   Some of our students enrolled in Technical Writing were affected by a change in instructor mid-way through the semester.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Host a quality annual recognition banquet for students, their families and supporters.

   Our annual event was a success. In the future we will consider sending invitations directly to the parents, a slide show of the year’s activities, and more meaningful awards such as a group photo, a t-shirt, a cozy or an ink pen. Participation by scholarship sponsors is still very low.

2. Maintain our role as mentors for our students.

   Faculty did a good job in this area last year. One faculty member initiated a lunch with his advisees during their last semester.

3. Enhance our fall picnic to kick-off the academic year.

   Once again, our fall picnic was a success. Positive feedback from the students was received. We may consider moving it to the rodeo facilities.

Intermediate-Range Objectives

1. Organize activities around Rodeo weekend.

   We hosted our alumni reunion last year in conjunction with the rodeo.
2. Host an annual event for Division of Agriculture alumni.

   No efforts were made toward achieving this objective.

3. Take more leadership in the Agriculture Alumni Society.

   No efforts were made toward achieving this objective.

Long-Range Objectives

1. Increase our efforts in assessment such as the use of pre-tests and other good measures of success.

   No efforts were made toward achieving this objective.

2. Enhance our students’ first year experiences.

   Freshmen were required to meet with their advisor during the first several weeks of class. This activity could be enhanced by starting it earlier in the semester, making sure faculty know what is expected, and having students make appointments to meet with faculty and discuss their progress.
Mission, Role, and Scope

The mission of the School of Arts and Humanities is to offer significant exposure to language, literature, communication, and artistic expression, providing students with the knowledge, appreciation, and experience necessary to develop personal and professional skills in these areas. The School's dual function is to provide courses for its own baccalaureate programs and for the general education program in the fields of writing, speaking, and art.

The School of Arts and Humanities offers Bachelor of Arts degree programs in Art, English, Journalism, and Speech Communication, as well as minors in Art, English, French, Journalism, Spanish, and Speech Communication. The School of Arts and Humanities program offerings are available to all campus disciplines through service courses.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communication.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Implement Modern Languages major.
   Accomplished.

   We have about half the desired number in early Spring Semester.

   We should meet or exceed these numbers.

4. Increase the number of Speech majors to 30, the number of Art majors to 25, the number of English majors to 75.
   The number of English majors is just under 70 (but is still a historical high).
5. Revise and update the custom-published Public Speaking text.

   **Making slow progress because of staffing changes.**

6. Revise the custom-published Fundamentals of English text to give it a college-life, study-skills theme.

   **Should be accomplished by end of Spring Semester 2010.**

7. Continue to generate funds from custom-published Composition and World Literature texts with the purpose of using funds in ways that will benefit significant numbers of students and faculty.

   **These funds have enabled us to avoid hardships we would have otherwise experienced.**

8. Employ two Fulbright International Teaching Assistants.

   **Accomplished and ongoing.**

9. Host events that attract high-school students to campus, such as debate tournaments, foreign-language festivals, Shakespeare Festival, the documentary film festival, and art exhibitions.

   **All of these events are taking place.**

10. Further enhance communication and collaboration with secondary schools in the region with the purpose of recruiting and of enhancing the preparation of high-school students for college.

    **In progress. We have hosted Best Practice Days for area high-school English teachers; UAM English faculty have visited and presented at area high schools; and UAM English faculty have assisted Drew Central in implementing Writing Across the Curriculum.**

11. Add one more “SMART” classroom in Wells Hall.

    **Accomplished.**

12. Expand the size of the summer debate institute.

    **Accomplished and ongoing.**

13. Employ two Arts and Humanities Graduate Assistants.

    **We have one GA this year.**

   **Accomplished.**

15. Expand the size of the debate team.

   **Accomplished and ongoing.**

Intermediate-Range Objectives

1. Have 30 Modern Languages majors, 40 Speech majors, 30 Art majors, and 80 English majors by Fall 2011.

   **We will continue to work toward these goals.**

2. Have 8 Speech graduates, 6 Art graduates, and 12 English graduates in 2011-12.

   **We will continue to pursue and should achieve these goals for Speech and English. The goal is probably unrealistic for Art.**

3. Enhance MCB 114 and MCB 121 with Smart Room Technology.

   **We will continue to pursue this goal when the electrical system of the building can support additional Smart Rooms.**

4. Custom publish Spanish texts for Elementary Spanish I and Elementary Spanish II, thereby saving students approximately $100 on texts. Royalties will go toward foreign-language scholarships.

   **Accomplished.**

Long-Range Objectives

1. Publish a once-a-semester, hard-copy campus news magazine.

   **A faculty member taught a Journalism course in the fall of 2009 in which students learned the skills necessary to do the lay-out and design of a print magazine.**

2. Add a kiln yard with kilns adjoining the Art Complex.

   **No progress was made toward accomplishing this objective.**

3. Graduate 5 Modern Languages majors.

   This is still viewed as a realistic goal.
4. Employ four Fulbright International Teaching Assistants.

   **We will pursue this goal in better economic times.**

**Support goals from Enhancement of Academics focus:**

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities
   and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Accommodate the diverse needs of students.
Enhance UAM’s image.

**Short-Range Objectives**

1. Revise curriculum in response to valid assessment data.
   
   **Faculty are collecting data via pre-tests, post-posts, and portfolios.**

2. Develop additional articulation agreements with off-campus sites for placement of
   Speech and Journalism interns.
   
   **Discussions with the local radio station and newspaper have been initiated.**

   
   **Accomplished and ongoing.**

   
   **Accomplished and ongoing.**

5. Increase the number of French classes offered.
   
   **Accomplished and ongoing.**

6. Support faculty professional growth through support of faculty travel and through
   recognition (publicity, annual evaluations, merit pay) of scholarly and creative
   achievements.
   
   **We have supported faculty travel, but there is little hope of merit pay in the near
   future because of economic conditions.**
7. Create a “reading” series for students and faculty who wish to give presentations of scholarly or creative work, especially in preparation for giving presentations at regional or national conferences.

   No progress.

8. Further revitalize the English program by placing emphasis on close readings, theory, grammar, and writing.

   Requirements and testing in courses such as Introduction to Literary Studies, Introduction to Creative Writing, Advanced Composition, Advanced Grammar, Introduction to Language Study, and Advanced Grammar reflect greater rigor in these areas.

9. Enhance uniformity in all SAH general-education courses.

   English faculty met ten times during the academic year to discuss, among other topics, uniformity in all general-education English courses.

10. Maintain offerings of multiple sections of eight-week Fundamentals of English and Composition I to serve the needs of developmental students.

    Accomplished and ongoing.

11. Offer German classes.

    Accomplished and ongoing.

12. Offer Special Topics Art courses related to regional internship opportunities.

    Accomplished and ongoing.

Intermediate-Range Objectives

Create and implement an interdisciplinary film-studies concentration within the English major.

Accomplished.

Long-Range Objectives

1. Start a summer program of visiting artists who will teach a 3-credit course called Blossom Painting, Blossom Drawing, Blossom Ceramics.

   No progress was made toward accomplishing this objective.
2. Implement a photography class for the enhancement of the Journalism and Art programs.

   The course is being offered as a Special Topics Summer Term 2010.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Maintain—and, where appropriate, to expand offerings of—online classes.
   
   Accomplished and ongoing.

2. Maintain offerings of night sections of general-education required courses.
   
   Accomplished and ongoing.

3. Offer one or two Drawing I classes each semester and two or three Ceramics I classes each semester in addition to offering as many Drawing II/III and Ceramics II/III as Stage I can generate.
   
   Accomplished and ongoing.

4. Support The Creative Society in its sponsorship of Mocha Madness, an evening of music, poetry, fiction, and humor held once each semester.
   
   Accomplished and ongoing.

Intermediate-Range Objectives

Explore the feasibility of offering additional upper-level courses online.

Online Art History courses were added to offerings this year.

Long-Range Objectives

Establish an online resource center providing career information for English, Speech, Art, and Modern Languages majors.

No progress.
Mission, Role, and Scope

The mission of the School of Business (SOB) is to serve the undergraduate educational needs of business students in southeast Arkansas and the region. Teaching and student learning are the highest priorities of a faculty dedicated to effective classroom instruction and advising. The School of Business faculties are also dedicated to providing service to the University, the profession, and the community; and they are actively engaged in scholarship that strengthens classroom instruction and assists the business community and the profession. The School of Business is firmly committed to continuous improvement in all three areas: teaching, service, and scholarship. The programs in Accounting and Business Administration share the common goal of preparing students to participate effectively in the complex business environment of the future.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Maintain and enhance the School of Business reputation by requiring that all faculty be active members of at least one professional organization.

   SOB faculty hold memberships in numerous professional organizations including but not limited to: the Financial Management Association, the Academy of Accounting and Financial Studies, the Academy of Economics and Economic Education Research, the American Marketing Association, the Association for Business Simulations and Experiential Learning, the Association for Global Business, the National Association of Economic Educators, the National Council on Economic Education, the Institute of Management Accountants, the American Institute of CPAs and the Institute of Chartered Financial Analysts.

2. Improve local visibility by developing, delivering, and improving continuing education workshops to the local and regional business communities.

   The SOB is cooperating with the Division of Computer Information Sciences (CIS) to start a Linux Users Group for Monticello. One faculty member is the
Director of the UAM Center for Economic Education. The duties of the Center Director are to conduct annual summer workshops for K-12 teachers in the state of Arkansas, to conduct one or half-day workshops for the school districts in our service area, and to participate in and attend various workshops and events as scheduled by the Arkansas Council on Economic Education (ACEE). The Center is affiliated with the National Council on Economic Education (NCEE) and the ACEE. In addition, a SOB faculty member offered multiple workshops throughout the year. These included a three day workshop in Pine Bluff, Arkansas for K-12 educators, entitled Building on the Past: Economics and Arkansas History and Virtual Economics, which was held on October 17, 2009 on UAM’s campus. There are more workshops to be offered on the summer horizon, as well. These include a one-week workshop for high school educators in Little Rock and a two-day version of this workshop for high school educators in Monticello. SOB faculty also plan on attending workshops. For example, a faculty member will be attending a one-week workshop on high school economics in Little Rock.

3. Improve external communications with stakeholders.

A content management system (CMS) for a website is currently being worked on for the school. Press releases were also prepared on a June workshop in Pine Bluff and an October workshop in Monticello. The media director sent the news items to netlist, area newspapers, hometown newspapers of participants, and many others. Several faculty members have a profile on Facebook and keep in contact with several of our business graduates through this social networking site. We are also trying to maintain a database of permanent email addresses on our students.

4. Expand research and teaching networks by collaboration with colleagues at other universities.

One SOB faculty member, who has developed an online teaching framework, is currently working with the System Administrator at Fayetteville, Jonesboro, Oklahoma State and the University of Texas on protocols for a large file transmission service. Another faculty member corresponds with colleagues at other universities regarding the impact of chess on business education.

5. Expand student recruiting with faculty serving as speakers at high schools to promote School of Business programs.

Two presentations were given at Fordyce High School. For the past two years, Business faculty have spoken to Monticello and/or Drew Central Schools 8th graders to introduce them to the Arkansas Scholars program. This gives us an opportunity to invite them to visit UAM and specifically, the School of Business.
6. Use the Introduction to Business class as a recruiting tool to attract undecided students’ interest in business.

   Nothing accomplished in this area.

7. Reconfigure ‘Business Day’ and other activities to expand student exposure to speakers from the business community.

   Members of the local business community frequently speak at Financial Management Association meetings. The Institute of Management Accountants (IMA) student chapter has various speakers in from the community to speak on opportunities in the accounting field.

8. Upgrade all classrooms to at least semi-smart status.

   Two additional rooms, BBC302 and BBC304 were completed.

9. Establish a series of School of Business social events.

   This year, the IMA had a Christmas Party, two “fun nights,” and an end-of-the-year Senior Party. The School of Business held a luncheon for graduating seniors and a School of Business Banquet. A Christmas/Holiday reception was also coordinated by faculty for the last week of classes in the fall semester. A Spring BBQ a social event was held for all Marketing Majors.

10. Build community relations by faculty participation in community groups.

   Several faculty members are members of the Rotary Club, two of which hold office. Other community groups SOB faculty participate in are the Monticello Junior Auxiliary, the PAWS Animal Shelter, the Monticello/Drew County Chamber of Commerce, and the Main Street Arkansas Committee. One faculty member was invited to be a sponsor of the UAM Alpha Chi organization.

11. Conduct class projects that benefit local businesses.

   This semester Tax II and Business Communications classes participated in projects with the Arkansas Small Business and Technology Development Center (ASBTDC). The tax class prepared a Modified Accelerated Cost Recovery System depreciation Schedule and presented it to the business owner and the business communications class prepared a collection letter for customers who were 45 days past due. The business owner was unable to attend this presentation, but an employee with ASBTDC attended and gave feedback on each letter. She felt that both projects were successful and hope to do them again in the fall. The Marketing Research class did a survey for the Drew County Hospital. They then compiled the results, verified the findings and presented them findings to the hospital.
12. Expand, enhance, and support faculty scholarship.

One SOB faculty member is currently a member of the Editorial Review Board, *Journal of Economic and Economic Education Research* (JEEER), at Arkansas State University. Affiliation with this board allowed the faculty member to review two articles: *The Degree of Consensus Among Economic Educators in a Transition Economy* and *Comparing Perspectives About the Global Economic Crisis: A Cross-Cultural Study*. Another faculty member has had an article published in the *Academy of Educational Leadership Journal* in the summer of 2009, and submitted an article to *Chess Life* in the fall of 2009. This faculty member serves on the editorial boards of two academic journals, the *Academy of Accounting and Financial Studies Journal* and the *Journal of Economics and Economic Education Research*, allowing the review of several articles for both journals in 2009.

13. Expand and increase student interest in School of Business organizations.

IMA has continued to grow and become more successful. It has had “fun nights” in each semester of the 2009-10 school year. Both of these events were a huge success. An end-of-the-year function was also held at Maxwell Deer Camp in May. New members were recruited at this event. The formation of an American Marketing Association student organization is currently underway. The Financial Management Association and the Chess Club are also sponsored by SOB faculty.

14. Create a web-link to receive contributions to an endowment fund.

One of these can be placed on our website when it is fully functional.

15. Develop a periodic survey of business alumni.

An employer survey has been created and an alumni and student survey are being designed.

**Intermediate-Range Objectives**

1. Develop alumni financial support by working with the Foundation.

   **No efforts have been made toward accomplishing this objective.**

2. Improve student placement through job fairs and industry contacts.

   By inviting members of the business community to speak at FMA meetings, it is hoped that more students will find good jobs with those organizations upon graduation. Guest speakers have included representatives of banks, brokerage firms, insurance companies, and government organizations.
3. Develop and maintain an internship program so that business students can have a significant internship.

   Business leaders have been approached about the possibility of hiring student interns. It is also hoped that the FMA will serve as a vehicle to find internships for students.

4. Develop and maintain major-area student organizations while maintaining an overall umbrella student organization such as Phi Beta Lambda (PBL).

   IMA is continuing to grow in membership and has just received its fourth gold achievement Award. A student has also been awarded the Outstanding Manuscript Award at the national level and traveled to Baltimore, MD in June to receive this award. This is the second consecutive year that our chapter has won this award. The FMA is also sponsored by SOB faculty.

5. Encourage and to help members of student organizations attend their annual conference.

   An Accounting faculty member took a group of students to the IMA Student Leadership Conference in November of 2009. The conference was held in St. Louis, MO and each student felt that the experience benefitted them tremendously. Two IMA students attended the IMA National Conference in Baltimore, MD in June. Student attendance at an FMA annual meeting is in the planning stage (and was in the early planning stage in 2009).


   An alumni and student survey are currently being designed.

Long-Range Objectives

1. Fund an endowment for the School of Business for scholarships and faculty professional development.

   Nothing has been accomplished this year.

2. Increase alumni giving.

   Two new scholarships were made through the UAM Foundation.

3. Maintain a target level of faculty with terminal degrees.

   The vacant position was permanently placed on hold.
4. Publicize alumni success stories in certification and in the profession.

   Mailing lists and interactive updating databases are being worked on for students and alumni. To do this requires that we gather such information. This requires a degree of interactivity with the students that do not currently exist. That does not mean that it cannot be done. A mailing list for all the marketing majors is currently maintained. Expanding that mailing list to all school of business majors would be the first step. Then it would be a matter of getting the students/alumni to update information. Industry examples are being looked at to see what is worth emulating in terms of procedures.

Support goals from Enhancement of Academics focus:

Improve academic quality standards.
Share academic opportunities across units.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Maintain a continuous improvement assessment program for the School of Business.

   For each exam given, we determine the percentage of students who got each question correct and tie it to a learning objective. For low percentages, those topics are reviewed before going to the next topic. All classes administer pre- and post- examinations for assessment and evaluation.

2. Maintain a retention plan for the School of Business.

   Afternoon tutorial sessions were conducted during the fall of 2009. Students who have attended these tutorial sessions have performed better in class, and this has prevented students from dropping the class. The School of Business finalized its retention plan.

3. Pursue accreditation with ACBSP.

   No progress has been made this year.

4. Bring professional/business speakers to our students.

   Many speakers attended IMA and FMA meetings this semester.
5. Take our students to businesses and professional meetings/programs.

An Accounting faculty member took a group of students to the Arkansas State Board of Public Accountancy for Interview Day in October. They had an opportunity to interview with several businesses from around the state. A group of students were also taken to a Becker CPA Exam Review Course presentation at the Arkansas State Board of Public Accountancy.

Intermediate-Range Objectives

1. Accommodate student needs by increasing student participation in regional and national PBL and other student organizations.

   The FMA has been advertised in 2009 and student membership and participation has increased.

2. Develop a program of junior and senior student participation in research activities.

   Nothing was accomplished this year.

3. Achieve accreditation with ACBSP.

   Nothing accomplished this year.

4. Maintain stability in the faculty while maintaining a certain level of faculty with terminal degrees.

   The vacant position was permanently placed on hold.

5. Give our students (and School) recognition for their student organization involvement and activities.

   IMA publishes articles and pictures with The Voice, The Advance Monticellonian and on www.monticellolive.com.

6. Have an active alumni relationship/network with student organizations.

   Building a database of current and past students and putting an SOB presence on Facebook.

7. Improve the quality of the School of Business by initiating minimal entrance levels for entrance in the School.

   Nothing accomplished this year.
8. Have all classrooms “smart or semi-smart.”

   Six classrooms are not smart rooms.

9. Increase student submission to the Governor’s Cup competition.

   There were none submitted.

Long-Range Objectives

1. Improve service to the local business community.

   A traffic flow analysis was done for a new chemical plant in El Dorado. A faculty member designed their shipping pattern and routing within the plant. The recommendations from the analysis were implemented. A needs analysis was done for the Drew County Memorial Hospital to determine what medical specialists are most in demand for their service area. They used the research to guide their hiring of new specialists for the hospital. A faculty member worked with three local churches and created a video and website for a ministry to help communities in Africa get potable water. Paypal and credit card transaction capability were set up which made it so the ministers could talk with people in Africa without incurring phone charges.


   Nothing accomplished this year.

3. Monitor our curriculum in view of accreditation standards and common practice, with revisions in the business core, concentration requirements, and courses as necessary.

   Ten sections were eliminated as a result of a faculty reduction in force.

4. Make a recruiting documentary focusing on the first-time college student.

   This will be tried as a project for the Marketing Communications class.

5. Study the feasibility of a business alumni organization.

   Nothing accomplished this year.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.
Short-Range Objectives

1. Expand our community outreach.
   
   The possibility for bike lanes from Monticello to the campus is being investigated.

2. Have annual student social events.
   
   Many social events were held for students this year, including a Christmas/Holiday reception for students during last week of fall semester classes.

3. Ensure all current Business Administration and Accounting majors are in the email list for each concentration to be used for alumni communication, group analysis, and support.
   
   All students enrolled in business courses have been asked to supply a valid email address other than their current UAM address at the beginning of the semester. This will facilitate communication between the SOB and students after they have graduated from UAM and no longer have UAM email addresses.

4. Expand student involvement in the local community and charitable events.
   
   The FMA has organized a fundraiser to benefit the PAWS Animal Shelter.

Intermediate-Range Objectives

1. Explore using Student Response Systems (student hand-held clickers) in class when available.
   
   This objective has been discontinued.

2. Enhance retention by offering scholarships for part-time students who are taking at least 6 hours per semester, who have completed 30 hours or more, and who have attended part time for at least two consecutive semesters.
   
   Nothing accomplished this year.

3. Offer programs of continuing education and professional development for the local community, area businesses and professionals.
   
   A presentation of Fraud Prevention was presented to the local Federal Credit Union by a faculty member as a community service.
4. Develop events dealing with business etiquette, business and social skills.

   Events for students were hosted where social event etiquette is discussed and demonstrated.

5. Continue our award-winning IMA Student Chapter and develop some IMA Scholarship winners.

   For the year 2009-10 the local IMA chapter has the second student in as many years win Outstanding Manuscript Award at the national level in the IMA essay contest.

Long-Range Objectives

1. Utilize our post graduation contacts with our majors to enable current students to network for jobs.

   The database for organizing a contact list is being developed. UAM alumni are invited to speak at FMA meetings. Several of our guest speakers are UAM alumni.

2. Have alumni/professional sponsorship in equipping classrooms in the School of Business.

   Nothing accomplished this year.
Mission, Role, and Scope

The mission of the School of Computer Information Systems (CIS) is to support the mission of the University of Arkansas at Monticello by focusing on the undergraduate educational needs of computer information system students in southeast Arkansas and the region. The Bachelor of Science degree in Computer Information Systems is designed to prepare students to assume dynamic roles as analysts and designers who will provide the professional insight required for building the information systems of the future. A Bachelor of Science degree in Computer Information Systems, a minor in Computer Information Systems, and an Advanced Certificate in Computer Information Systems for post-baccalaureates in other disciplines are offered. The School is governed by the university's accreditation with the Higher Learning Commission of the North Central Association of Colleges and Schools.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain and graduate students.

Short-Range Objectives

1. Obtain more CIS scholarship monies.

   We received an additional $1,000 donation to apply to scholarships.

2. Communicate with area K-12 computing instructors.

   We have communicated with Monticello, Drew Central, and Crossett school districts regarding possible volunteer projects.

3. Communicate career opportunities to current students and incoming students

   We notified students of opportunities with the State of Arkansas, Drew Foam, HP, Acxiom, and several other employers.
Intermediate-Range Objectives

1. Develop computer-related continuing education classes.
   
   No action taken, carry forward.

2. Establish a CIS Advisory Council.
   
   No action taken, carry forward.

3. Increase alumni participation in college activities.
   
   The Fall 2009 CIS Tailgate party at Homecoming attracted numerous CIS alumni. We had 5 CIS Alumni speakers for the CIS Centennial Celebration in March 2010.

Long-Range Objectives

1. Build a dedicated CIS facility to allow program expansion.
   
   No action taken, carry forward.

2. Develop an Information Technology degree program.
   
   No action taken, carry forward.

3. Develop a Computer Education degree program.
   
   No action taken, carry forward.

4. Develop funding sources for faculty development and research.
   
   No action taken, carry forward.

5. Develop funding sources for student research and conference participation.
   
   We have begun discussions with the Office of Advancement on trying to establish something.

Support goals from Enhancement of Academics focus:

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty. Utilize our Colleges of Technology to offer technical programs to all campuses. Accommodate the diverse needs of students. Enhance UAM’s image.

Short-Range Objectives

1. Develop a Facebook presence for CIS School.
   
   The Division of CIS now has a profile on Facebook, and numerous alumni are affiliated with the Division of CIS through Facebook. Job opportunities are also posted to Facebook for students and alumni to access.

2. Develop web pages for all CIS Faculty/staff.
   
   Each faculty and staff member now has an individual webpage.

3. Have the syllabus for every CIS class available online.
   
   No action taken, carry forward.

Intermediate-Range Objectives

1. Develop new courses and teaching laboratories.
   
   Funding and laboratory space are a concern; however, Linux/Unix class is under consideration.

2. Develop funding sources for continued faculty training.
   
   No action taken, carry forward.

3. Develop K-12 service courses in computing.
   
   No action taken, carry forward.

4. Develop faculty-student research projects.
   
   No action taken, carry forward.

Long-Range Objectives

1. Develop collaborative research projects with units and/or universities.
   
   No action taken, carry forward.
2. Develop a program to upgrade faculty credentials.

   No action taken, carry forward.

3. Develop funding sources for the faculty credential upgrade program.

   No action taken, carry forward.

4. Pursue CIS program accreditation through ABET.

   No action taken, carry forward.

5. Develop a CIS post-graduate program.

   No action taken, carry forward.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Promote CIS Club membership to CIS Majors and Minors.

   Meetings are well publicized and there was good attendance this year.

2. Expand the guest speaker program for CIS students.

   We had three guest speakers and 1 field trip.

3. Expand student participation in community activities.

   We had excellent participation in a Fall and Spring food drive.

Intermediate-Range Objectives

1. Develop funding sources to increase sponsored student travel opportunities.

   Club has continued with bake sales.

2. Increase faculty-student participation in intramural activities.

   No action taken, carry forward.
3. Develop a “CIS Day” program to allow students to interact with graduates.

   We had 5 graduates on campus to speak and interact with students for the CIS Centennial Celebration.

Long-Range Objectives

1. Relocate CIS study area to a larger expanded space.

   No action taken, lack of space.

2. Develop a CIS faculty lounge-conference space.

   No action taken, lack of space.

3. Develop a student-based mentoring program for CIS majors and minors.

   No action taken, under consideration.
Mission, Role, and Scope

The University of Arkansas at Monticello School of Education is committed to the development of high-quality teacher leaders who are caring, competent professionals dedicated to meeting the needs of a changing, diverse society. The UAM School of Education (SOE) faculty and teacher education students serve their communities through active participation in academic studies and field experiences that develop high level competencies in content knowledge, pedagogy, professionalism, and diversity. The UAM School of Education, in close partnership and collaboration with partnering schools and the arts and sciences, is dedicated to providing the highest level of teacher training and excellence of schools in southeast Arkansas.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Partner with the Education Renewal Zone (ERZ) Project and the School of Education (SOE) math/science center specialist to promote collaboration with professional educators in the P-12 schools and with faculty in other university units to enhance teaching strategies of high school and university faculty.

   Multiple meetings were held throughout the year with all partners to discuss and plan instructional strategies. Both university and public school faculty implemented new strategies into their instructional practices.

2. Partner with the Education Renewal Zone Project, the Southeast Arkansas (SEARK) Education Cooperative, and the university faculty from various units to promote a seamless transition for students from high school to college and to promote retention during the freshman year of college.

   Students from area high schools visited the UAM campus and received financial aid and admission information. Representatives from academic units met with students to discuss the importance of taking the Smart Core curriculum to prepare for college. Public School faculty and university faculty/administrators also met to study the alignment of the P-20 curriculum.
Examples:
- College Experience Day with Star City High School 11th graders
- College Experience Day with Monticello Middle School 7th graders

3. Implement innovative activities and projects for recruitment and retention of diverse teacher education candidates in all initial and advanced programs

Past recruitment activities were continued (campus recruitment events and community publicity) and efforts were expanded to include College Experience Day opportunities to partner with schools and include more middle/high schools in school visits for recruitment to UAM and Teaching as a career. Additional hours were also assigned for the Praxis I preparation courses.

Examples:
- Recruitment to UAM and Teaching as a career in collaboration with UAM School of Education and Office of Admissions
  i. Crossett High School
  ii. Rison High School
  iii. Drew Central High School
  iv. Warren High School
  v. Hampton High School
- Future Educators of Tomorrow interest meeting in collaboration with UAM School of Education
  i. Hamburg Middle School
  ii. Hampton High School
  iii. Drew Central High School
  iv. Warren High School
- UAM Academic Advising and Mentoring collaborative project
- Collaboration with the UAM School of Mathematics and Natural Science encouraged public school and UAM students to consider a career in public education.

4. Improve advisement of teacher candidates by faculty improving the analysis of degree audits and appropriately using audits as a tool to track student progress toward graduation.

Faculty meetings were held to discuss the importance of intrusive advising and the use of the degree audit as an advising tool. Fewer advising errors were reported.

5. Provide professional education faculty to promote retention of students by adjusting instruction appropriately to meet diverse learning styles and thereby enhancing student learning.

Faculty worked collaboratively to share information that would support learning and provide appropriate interventions for at-risk students.
Intermediate-Range Objectives

1. Acquire grants to fund innovative programs and to provide faculty compensation for research and scholarship activities

   The School of Education acquired 3 new grants totaling approximately $66,000 to support improved math instruction, understanding of need of autistic students, and financial support for Praxis exams.

2. Refine and enhance Praxis I seminar courses that prepare students for admission to teacher education and for retention in the university

   Additional hours were assigned for the Praxis Seminar courses and the course content was refined.

3. Increase the diversity of the faculty by recruiting diverse faculty from doctoral education programs, by advertising in publications for diverse populations, by contacting prospective faculty candidates at conferences, and by personal contacts with peers.

   No faculty positions were filled this year.

4. Increase the diversity of teacher candidates in the honorary fraternity, Kappa Delta Pi by 30%.

   The Kappa Delta Pi honorary fraternity increased the diversity of membership. Kappa Delta Pi’s membership increased 46% (from 14 to 26 people). The age diversity has increased 64%. The gender diversity has increased 33 1/3%. The culture diversity remains the same as last year.

5. Implement an exemplary service and teaching award for professional education faculty.

   This goal is an intermediate goal and time did not permit a plan to be developed during the past academic year. The goal will be addressed in the future.

Long-Range Objectives

1. Reward faculty and staff for exemplary teaching and service through recognition and monetary rewards.

   No efforts have been made toward accomplishing this objective. It will be addressed in the future.

2. Increase the diversity of the 2+2 partnership teacher candidate candidates by 30%.

   No efforts have been made toward accomplishing this objective. It will be addressed in the future.
Support goals from Enhancement of Academic focus:

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology for our students and faculty.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Maintain and use data to evaluate and improve the unit and programs to better meet the needs of the diverse candidate population.

   The School of Education established a curriculum and assessment committee that met quarterly to review data and to recommend strategies and program improvements to meet the needs of a diverse student population.

2. Provide professional education faculty who understand and model for candidates strategies using assessment technology.

   Faculty participated in numerous workshops and also received one-on-one assistance to use technology to support learning.

3. Have professional education faculty use multiple forms of assessments in determining their instructional effectiveness, and use the data to improve their practice.

   Faculty were provided the resources and information to develop alternative forms of assessment with specific emphasis on performance-based authentic tools of evaluation.

4. Model the use up-to-date forms of instructional technology tools in classroom instruction.

   Faculty used digital cameras, flip cameras, documents cameras, Smart Boards, imbedded videos, etc. to support instruction. All faculty used WebCT as supplement instruction support.

5. Faculty and staff will enhance collaboration with arts, sciences, and other academic units.

   The ERZ project and the School of Education partnered to implement the following initiatives:
   - UAM Composition I job-embedded, ongoing seminars for UAM Arts and Humanities Composition I English Faculty – Fall 2009
   - UAM Composition II job-embedded, ongoing seminars for UAM Arts and Humanities Composition II English Faculty – Spring 2010
Literacy Best Practice Day – February 2010
ERZ Advisory Meetings
Literacy Instruction in the K-12 Curriculum for UAM School of Education Faculty

6. Increase faculty access to professional development to better prepare them to understand candidate/student diversity and to allow for better integration of instructional strategies into the curriculum to meet diverse needs of learners.

Faculty meetings were held to discuss specific strategies. Robert Marzano’s strategies have been cited as models for instructional strategies.

7. Candidates will recognize when their own professional dispositions may need to be adjusted and will develop plans to do so.

Students self assess using a disposition rubric and reflect on their scores at transition points in the program.

8. Candidates and faculty/program coordinators will serve on the Curriculum and Assessment Committee to review unit and program data and to develop plans for improvement based upon data results.

The Curriculum and Assessment Committee was established and met quarterly. Some program revisions were recommended in areas of field experiences and assessment techniques.

Intermediate-Range Objectives

1. Continue to seek grants to fund creative programs and faculty and student professional development.

The School of Education acquired 3 new grants totaling approximately $66,000 to support improved math instruction, understanding of need of autistic students, and financial support for Praxis exams.

2. Candidates will work with students, families, colleagues, and communities in ways that reflect the professional dispositions expected of professional educators as delineated in professional, state, and institutional standards.

Additional emphasis was placed on the development of personal dispositions that promote positive school climates and student learning. Candidates were assessed using a rubric. Results indicate progress but a need for additional emphasis in this area.
3. Candidates in the Educational Leadership graduate program will collect and analyze data related to their work, reflect on their practice, and use research and technology to support and improve student learning.

   All courses were revised to require graduate candidates to develop and implement surveys that yield data to be reviewed. Class presentations were required to demonstrate learning.

4. Faculty and staff will collect and analyze data to determine the impact on student learning in classrooms or schools by the SOE graduates.

   No accomplishments have been made because the data is secure at the Arkansas Department of Education (ADE) and cannot be accessed by HIED Schools of Education at this time. The AR Dean of Education Council is working with ADE to access data and the UAM SOE unit is preparing graduate and employer surveys to gather subjective data.

5. Faculty and staff will develop and test different information technologies to improve its assessment system.

   The SOE assessment system was revised to better meet the data collection needs of the unit. Electronic rubrics replaced paper copy rubrics.

6. All full-time School of Education faculty will engage in scholarly activity as it relates to the mission of the university and the unit that is related to teaching, learning, and their fields of specialization.

   All UAM faculty presented at a national, state or local conference during the academic year.

Long-Range Objectives

1. Faculty will collaborate with an area public school to create a professional development school setting for candidates to enhance opportunities to apply and reflect on their content, professional, and pedagogical dispositions.

   UAM immersed its methods courses into the Monticello Intermediate School during the Spring 2010 semester. Although it isn’t a true professional development school initiative, it is a step toward that end.

2. Faculty will provide professional development on effective teaching for faculty in other units of the institution.

   No efforts have been made toward accomplishing this objective. It will be addressed in the future.
Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students/candidates.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Faculty will revise the unit recruitment and retention plan center to include new and innovative strategies that will increase the diversity of the candidate and faculty population.

   The faculty and its stakeholders revised the plan during the spring 2010 semester. The final document was submitted on May 5, 2010.

2. Seek additional grants to pay the Praxis I, Praxis II, and Principles of Learning and Teaching (PLT) test fees for teacher education students who have financial need.

   A $500 Wal-Mart grant was secured to provide financial assistance for students to take the Praxis tests. The plan is to continue to seek additional funds.

3. Seek opportunities for candidates to interact with faculty, peers, and public school students from diverse backgrounds, cultures, races and genders.

   A Middle Childhood major club was formed and teacher candidates were encouraged to attend campus and unit events with their peers. Team assignments were also used in coursework. Teams were diverse in make-up.

Intermediate-Range Objective

1. Survey the School of Education candidates to determine diversity of needs.

   No efforts have been made toward accomplishing this objective.

2. Faculty will maintain emphasize on the importance of health and wellness and will increase student and faculty participation in the UAM Health and Wellness Fair.

   Many faculty modeled good health and wellness behaviors by personally engaging in fitness activities on campus and in the community. Faculty also demonstrated a presence at the Health and Wellness Fair.

Long-Range Objectives

Maintain emphasis on the critical need for a SOE Exercise Science and Wellness Laboratory Center.
A physical education faculty member has been invited to serve on a university committee to review the weight room configuration and to plan for the use of the old BCB building as a possible site for a Wellness Center.
Mission, Role, and Scope

The Arkansas Forest Resource Center and the School of Forest Resources will enrich human life by research, teaching and outreach programs that promote sustainable natural resources. The mission of the Arkansas Forest Resources Center and the School of Forest Resources is to develop and deliver superior programs in education, research and extension that enhance and insure the sustainability of forest-based natural resources.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Organize an academic task force.

   The Academic Taskforce has been formed. This taskforce has been working on preparing the self-study document for our Spring 2011 accreditation visit for the Forestry program by the Society of American Foresters and review documents for our Wildlife Management and Spatial Information Systems curriculums.

2. Assess overall program structure and curricula of the School of Forest Resources (SFR).

   In the past year, we have taken a serious look at SFR curriculums. Substantial changes were made based on these discussions. We have tightened our exiting curriculums. Several courses were either eliminated or combined with other courses in order to reduce the total credit hour requirement for B.S. in Forestry degree. We have also decided to offer a new degree in Environmental and Conservation Science (tentative title) in the near future.

3. Evaluate recruitment and retention efforts.

   We have evaluated our recruitment and retention efforts. This was especially important in the face of a nationwide decline in enrollment for natural resource-based programs. We have decided to continue to invest considerable resources in
the SFR recruitment day held every year. We have also made efforts to improve our student advising to improve retention.

4. Review effectiveness of transfer programs with colleges and universities that prepare transfer students for SFR programs.

   We continue to get some transfer students from community colleges. While the numbers may not be as high as initially anticipated, these students appear to come in better prepared and generally perform better than our regular freshman enrollees.

Intermediate-Range Objectives

1. Enhance marketing of degree programs to a diverse, expanding student base.

   We continue to market our programs through recruitment visits, SFR recruitment day, and at professional meetings. We have also enhanced our marketing efforts to a changing audience through a better web presence and through social interaction sites such as Facebook.

2. Expand outreach to natural resource professionals and other audiences by strengthening continuing education programs and providing new offerings.

   SFR has always had a heavy involvement in continuing education programs. The School offers workshops and short courses for forestry professionals and loggers in the state, which they can use as partial fulfillment of their continuing education requirement. We have recently expanded our offering by designing an ethics workshop that will allow forestry professionals in the state to complete the ethics requirement in their continuing education credits.

3. Utilize core groups of research and extension specialists from the Arkansas Forest Resource Center (AFRC) to act as information / policy response teams.

   Our research and extension faculty have served admirably in the face of rapidly changing information and policy needs of the state, region, and the nation. Our faculty members have been highly involved in the recent interest woody biomass for energy. SFR faculty members are routinely contacted for information and also for making presentations to state and regional audience. A number of faculty members have also made presentations at national meetings.

Long-Range Objectives

1. Prioritize needs of the AFRC and identify sources of possible funding based on these priorities.
Due to the recent interest in wood-based energy, we have identified this issue as one of our priority areas. We have identified feedstock growing, procurement, transportation, economics and policy issues as our strength areas.

2. Pursue financial support through aggressive grant writing programs.

There are a number of active research grants within the School. SFR faculty members are persistently seeking extramural grants especially in our priority area of biomass and bioenergy.

Support goals from Enhancement of Academics focus:

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Enhancement of Teaching Programs

Short-Range Objectives

1. Organize an academic task force to review program structure and curricula, recruitment and retention efforts, and graduation rates.

   The academic task force has been working diligently in preparing the self study document for the spring 2011 accreditation visit for the forestry curriculum. In addition, review documents are also being prepared for the wildlife management and the spatial information systems programs. Significant progress has been made in the preparation of all of these documents.

2. Evaluate the diversity of class and laboratory exercises that emphasize group-learning, communication and problem-solving skills with attention to outcomes-based education and student-centered learning.

   As a part of ongoing discussion within the faculty, changes have been made to SFR courses with the goal of improving our students’ problem-solving skills and provide more outcome-based education. In conjunction with our student learning assessment, instructors have made changes to their courses so that student learning outcomes can be measured.
3. Emphasize professional ethics across the curriculum.

Discussion of professional ethics has been incorporated into a number of SFR courses. In Natural Resource Policy, for example, professional ethics has been upgraded to a major learning outcome for the course. Consequently, students must satisfy the requirements of this learning outcome before completing the course.

4. Strive to include under-represented disciplines in the undergraduate degree programs, including urban-wildland interface and tree improvement.

We have incorporated underrepresented disciplines such as urban-wildland interface, tree improvement, and urban forestry into a number of courses offered by SFR faculty members.

5. Adjust assessment program to accommodate changes in curricula.

Our completely redesigned assessment system has been in place for a number of years. Adjustments are made as needed to accommodate changes in the curriculum.

6. Assess infrastructure needs and make recommendations for improvements.

SFR is vigilant about giving the students access to the best possible technology. Computer labs have been updated to meet that goal. Regular software updates have been made.

Intermediate-Range Objectives

1. Maintain, revise, and update a rigorous assessment program of all SFR majors that provides information that may be used in improving our educational delivery system.

Our assessment program has been in place for a few years. Fine-tuning of the program is made as needed. A unit assessment report is prepared each year.

2. Strengthen the graduate program through enhanced marketing, successful grantsmanship, and increased completion rates.

Our graduate program is going strong. Students are being recruited from all over the country and internationally. A number of these students are funded through research grants. In the past year we have put considerable efforts in improving completion rates. This effort has indeed been quite successful. Most of our graduate students now finish on schedule.
Long-Range Objectives

1. Explore the feasibility of alternative natural resources degree programs.

   Plans are now underway to offer a new B.S. Degree in Environmental and Conservation Science in the near future.

2. Investigate the demand and delivery options for a non-thesis graduate track.

   This is part of an on-going conversation among the faculty. Currently, there are no plans to offer a non-thesis graduate degree in the near future. We will continue to explore this issue further.

Enhancement of Research Programs

Short-Range Objectives

1. Utilize core groups of research and extension specialists from the Arkansas Forest Resource Center (AFRC) to act as information / policy response teams.

   AFRC faculty members are recognized state-wide and regionally for their research expertise. They are often contacted for information, invited to make presentations, and advise on policy issues. In the past year, it has especially been true about biomass and bioenergy—which is one of AFRC’s priority research areas.

2. Expand research opportunities by cultivating cooperative relations with diverse forest-stakeholder groups.

   AFRC faculty members have always had cooperative relationships with a diverse group of stakeholders. In the past year, these relationships have been strengthened. Our current research cooperators include landowners, forest industry, non-governmental organizations, and international organizations.

3. Increase participation in the Arkansas Environmental Taskforce Center.

   We continue to participate in the activities of this Center.

Intermediate-Range Objectives

1. Assess and improve social and economic understanding of the relationships between natural resources and consumption of forest-based products and services.

   This is a major research focus in the social science group within AFRC. There are a number of research projects that fall under this general area.
5. Identify and evaluate interactions among forest resource stakeholders.

As a part of our strong relationship with natural resource stakeholders, we are always identifying new partnership opportunities. This is part and parcel of cooperative research and will certainly continue in the future.

**Long-Range Objectives**

1. Develop expertise in wetlands and hydrology, waterfowl ecology, and silviculture.

   We have made significant progress in developing our expertise in wetlands and hydrology and silviculture. A number of current research projects fall within this area. However, we are yet to make any progress in waterfowl ecology due to lack of expertise within the Center.

2. Enhance capability to disseminate practical research results to the citizens of Arkansas.

   Our research results are disseminated to a diverse audience through research presentations, workshops, short courses, and extension fact sheets. Outreach continues to be one of AFRC’s major focuses as a part of its land grant mission.

**Support goals from Enhancement of Quality of Life focus:**

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

**Short-Range Objectives**

Promote and support student and faculty involvement in extra-curricular clubs and organizations that provide leadership and professional experiences.

SFR supports and actively encourages student involvement in a number of clubs. Some of this clubs, such as the Forestry Club and the student chapter of the Society of American Foresters, have long traditions of being successful in national and regional competitions. Student and faculty also participate in UAM extramural sports.

**Intermediate-Range Objectives**

Develop and implement a comprehensive student retention plan.

Retention (and recruitment) is a major topic of discussion with the School. We are making progress toward developing a comprehensive retention plan.
Long-Range Objectives

Promote healthy lifestyles for students, employees, and communities.

This is, and will continue to be, an ongoing focus of the School. As part of our mission to develop tomorrow’s leaders, we are committed to promote healthy lifestyles to our students. As an institution of higher education we also have a responsibility to promote healthy lifestyles to the larger community.
Mission, Role, and Scope

The mission of the College of General Studies is to develop the knowledge and skills needed to enable students to make reasoned choices in their professional and personal lives.

Many general education courses are designed to deal with processes rather than simply with facts, to help students to develop individually and as members of a group and to instill in students the desire to develop intellectual and emotional skills through lifelong learning.

Support goals from Enhancement of Resources focus:

- Recruit, develop, and retain a quality faculty and staff.
- Build partnerships through networking and collaboration.
- Enhance the University’s image, visibility, and influence.
- Enhance the research environment for faculty and students.
- Improve internal and external communications.
- Improve employment opportunities.
- Develop internal and external resources.
- Recruit, retain, and graduate students.

Short-Range Objectives

1. Improve communication between the faculty and administration for compliance to state mandates through timely submission of their syllabi for the Arkansas Course Transfer System.

   **Accomplished.**

2. Increase the number of students graduating with associate degrees that will benefit both the students and the university.

   **Accomplished and ongoing.**

3. Partner with Student Affairs to offer a “getting to know you” activity for faculty, faculty advisors, and new students.

   **No action taken.**

Intermediate-Range Objectives

1. Increase the retention of students to the university by careful monitoring of developmental courses for best effect.
Developmental courses were offered using 8-week courses; it seems to be working for English but not for Intermediate Algebra.

2. Encourage faculty to offer general education courses on-line to enable students to obtain the Associate of Arts degree totally on-line.

   No action taken.

Long-Range Objectives

1. Develop an assessment tool to monitor student progress in general education courses.

   No action taken.

2. Offer an Associate of Arts degree totally on line.

   No action taken.

Support goals from Enhancement of Academic focus:

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Encourage General Education course units/faculty to refine objectives and develop assessment strategies for the General Education program.

   No action taken.

2. Monitor changing student needs and State of Arkansas mandates to provide appropriate education programs for all students.

   Accomplished.

3. Investigate other methods of non-classroom credit; i.e. Dantes tests for military students or prior learning assessment portfolios.
Investigated several prior learning programs; decided to pursue Council on the Assessment of Experiential Learning.

Intermediate-Range Objectives

1. Encourage faculty input ways to meet program viability standards.
   
   **Accomplished and ongoing project.**

2. Encourage students to attainment an associate’s degree.
   
   **Accomplished.**

3. Increase in the number of associate degrees awarded.
   
   **Accomplished and ongoing project.**

Long-Range Objectives

Collaborate with Office of Admissions to institute an on-line student orientation program.

**No action taken.**

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.

Develop and implement a comprehensive student retention plan.

Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Encourage each academic unit to develop a unit-specific first-year experience course or orientation.
   
   **No action taken.**

2. Encourage intersession and summer term General Education course offerings.
   
   **Ten courses were offered in intersession.**

Intermediate-Range Objectives

1. Encourage community and University volunteerism.
   
   **Accomplished.**
2. Assist in accommodating the diverse needs of students through General Education.

   No action taken.

Long-Range Objectives

Provide an opportunity for students to graduate with an Associate of Arts degree by completing all requirements totally on line.

   No action taken.
INTERCOLLEGIATE ATHLETICS
UNIVERSITY OF ARKANSAS AT MONTICELLO

Mission, Role, and Scope

The mission of the Department of Athletics is to initiate, stimulate, and improve intercollegiate athletics for student-athletes and to promote and develop educational leadership, athletics excellence, and athletics participation. The Department of Athletics is directly under the supervision of the Chancellor of the University.

The Department of Athletics strives to regulate, control, and promote all recognized activities of intercollegiate athletics sponsored by the institution. The highest standards of personal honor, integrity, NCAA and Gulf South Conference eligibility, fair play, and true sportsmanship are required of our student-athletes.

The Department of Athletics upholds the principle of institutional control of, and responsibility for, all intercollegiate sports in conformity with the constitution and by-laws of the NCAA and Gulf South Conference.

The Department of Athletics works to develop and maintain a comprehensive athletics philosophy in accord with a competitive athletics program designed to be a vital part of the educational system. A basic purpose of this department is to maintain intercollegiate athletics as an integral part of the educational program and the athlete as an integral part of the student body.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Expand opportunities for developing teams in the ten university-sponsored sports to be competitive in the Gulf South Conference, the NCAA South Region, and nationally.

   The Indoor Practice Facility was opened in July. New nets, backstops and L screens were purchased for baseball to improve performance. A shootaway machine was purchased for men’s and women’s basketball to improve performance. A graduate assistant was hired for men’s and women’s golf and volleyball, increasing opportunities for those sports.
2. Develop ideas that will capture the task of upgrading and maintaining the University’s athletic facilities to the best level that is economically feasible.

   **Talks to improve Steelman Field House and the baseball facility are ongoing.**

3. Explore methods of fund-raising from the private sector. Be creative to initiate a campaign for the department that will secure funds to help with the goals of the department.

   **A corporate campaign to generate revenue has been developed and will be put into place for the new fiscal year.**

4. Establish a level of prudent financial responsibility in intercollegiate athletics.

   **All programs remained in budget this year.**

**Long-Range Objectives**

1. Develop the Student-Athlete Advisory Committee (SAAC) into a viable tool for the athletic department.

   SAAC was the best it has been in recent years. SAAC performed many fundraisers throughout the school year. They raised $1500 for Make A Wish. A Trunk or Treat for the community was a big success as well as reading sessions by student-athletes at the two local elementary schools. They donated clothes and clothing during the holidays to the underprivileged.

2. Become more compliant with gender equity issues in athletics.

   **Finished a five year Gender Equity Plan during the school year. Two scholarships were added to women’s sports.**

3. Retain a competitive equity within the department with prudent management and fiscal practices to assure the financial stability necessary to provide student-athletes with adequate opportunities for athletics competition at the desired competitive level.

   **Accomplished.**

4. Seek avenues that will bring funds that will allow for the addition of a full time athletic director, full time compliance officer and full time golf and cross country coach.

   **A full time compliance officer will start July 1. The addition of a full time athletic director and full time golf and cross country coach is still being worked on.**
Support goals from Enhancement of Academics focus:

Improve academic quality standards.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Develop a mean for monitoring the academic progress of student-athletes within the department.

   The Director of Athletics along with the Director of Compliance worked diligently this year with academic advisors to assure that all student-athletes were taking coursework that kept them on track to graduate. The GPA’s of all teams were calculated and discussed with each Head Coach.

2. Enhance relationships that allow improved communication with faculty concerning classes missed because of athletic events.

   Accomplished.

3. Solicit feedback regarding progress of student-athletes toward degree completion.

   Accomplished.

4. Increase graduation rates of student-athletes.

   A study is being developed to look at trends in order to increase graduation rates.

5. Increase retention of student-athletes.

   A study is being developed to look at trends in order to increase retention rates.

Intermediate-Range Objectives

1. Improve academic standards for student-athletes by continuing to seek tutoring programs.

   Basketball and football hired tutors this school year. All other sports took advantage of the free tutoring offered on campus.

2. Continue to provide the latest methods of technology for our student-athletes and the athletic staff.
A computer lab with four new computers was added in the new Indoor Practice Facility.

3. Expand graduation rates for student-athletes by 5%

   **A study is being developed to look at trends in order to increase graduation rates.**

4. Expand retention rates for student-athletes by 5%

   **A study is being developed to look at trends in order to increase retention rates.**

5. Seek avenues that will allow for the hiring of a full time student-athlete academic advisor.

   **No significant efforts were made toward accomplishing this objective.**

**Support goals from Enhancement of Quality of Life focus:**

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

**Short-Range Objectives**

1. Address diversity needs among student-athletes and athletic staff.

   **A Gender Equity Plan was put into place this spring.**

2. Promote healthy lifestyles for student-athletes and athletic staff by educating them on work, life, balance initiatives through the NCAA.

   **Games were cut and mandatory off periods were put into place for the following academic years.**

3. Provide educational materials that will provide information on healthy eating habits.

   **The athletic trainer put information up in the training room as well as in all locker rooms and common areas.**

4. Counsel student-athletes on the responsibilities of being adults.

   **Coaches were instructed to give speeches and monitor actions of student-athletes to see that they adhere to being adults. A new arrest and drug policy was enacted to also help monitor.**
5. Expand and develop adequate scholarship funds.

   Two scholarships for women were added.

6. Continue to make student-athletes aware of opportunities available to them.

   The Student Athlete Advisory Committee (SAAC) was very involved this year in making student-athletes aware through their meetings.

7. Promote and enhance the development of student organizations such as the Student Athlete Advisory Committee (SAAC) and CHAMPS/Life skills.

   SAAC was the best it has been in recent years. SAAC performed many fundraisers throughout the school year. They raised $1500 for Make A Wish. A Trunk or Treat for the community was big success as well as reading sessions by student-athletes at the two local elementary schools. They donated clothes and clothing during the holidays to the underprivileged. CHAMPS/Life Skills had several meetings this year to promote good study habits and provide them with materials.

Intermediate-Range Objectives

1. Establish an Athletic Retreat for coaches and support staff to emphasize work, life, and balance.

   No significant efforts were made toward accomplishing this objective.

2. Establish a student-athlete alumni database that will be used to reconnect former student-athletes with current happenings.

   We are currently working with Alumni Affairs to create a database while crosschecking archived rosters.

3. Increase opportunities for student-athletes job placement after graduation.

   No significant efforts were made toward accomplishing this objective.

Long-Range Objectives

1. Develop and implement a comprehensive student-athlete retention program.

   Currently researching each athletic team’s retention rates and seeing where improvement needs to be made. A plan will be developed.
2. Look into ways to establish and expand on a program that will help maintain Work, Life, and Balance.

   Will be working with the Life/Skills Program to develop a plan.

3. Be fully funded in scholarships for all athletic programs.

   A half scholarship was added to every female sport. A plan is in place to make all programs fully funded.

4. Have the Student-Athlete Advisory Committee have a national voice.

   Accomplished.
Mission, Role, and Scope

The University of Arkansas at Monticello Library functions as a primary educational unit on the campus by providing and organizing resources and services for students in their academic course work at the University. The library also assists the students, faculty, and administrative personnel who desire to satisfy their research, information, and leisure reading requirements.

As a public educational agency, the library provides all its clientele with a comprehensive collection of materials in a variety of media and formats that records man’s knowledge, ideas, and culture; organizes these materials for ready access and offers guidance and encouragement in their use; and serves the University community with reliable and easily available sources of information and reference. The library endeavors to serve the academic community by stimulating the cultural development of students and faculty by motivating students to acquire lifelong interests in good reading and by keeping the faculty abreast of the progress of scholarship.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Facilitate cooperation between the UA-Monticello Library and the branch libraries in Crossett and McGehee through joint projects and policy development. Assign library liaisons to the campuses.

   Library faculty and staff assisted the McGehee branch campus with redesigning its library this year. Faculty and staff made visits to the branch libraries and communicated electronically, as well. The Library Director is the overall liaison with each reference librarian providing assistance in the subject area which is their responsibility. For example, the liaison to the Division of Nursing also works with the nursing departments at the McGehee and Crossett campuses.

2. Facilitate cooperation among the University of Arkansas Libraries to share staff development opportunities. Create listserv.
The Library Director continues to meet with the Directors of the Council of U of A Research Libraries. She managed the Staff Development Committee, including assigning new members to the committee.

3. Make digital copies of UAM graduate students’ Masters Theses accessible online through ProQuest’s UMI Dissertation Publishing.

The Technical Services Librarian prepared a cost estimate for this project, which the Library Director presented at the Budget Hearings in March 2010 for consideration. Discussions are ongoing with ProQuest. The Technical Service Librarian is developing a proposal to send to the Graduate Council for approval. She has gathered contact information for the students who have already published their theses in order to get permission to digitize their theses.

Intermediate-Range Objectives

1. Evaluate the periodical collection in paper and on microfilm.

   Evaluate the issues of storage and binding of periodicals in the collection. The Serials Librarian, along with the Serials/Technical Processing Assistant, led the ongoing process to judiciously cancel print and microfilm subscriptions. A representative of the major microfilm vendor, NA Publishing, visited the library to discuss the status of serials at the library.

2. Improve the preservation of library materials.

   The library completed its projects for the 2008 National Endowment for the Humanities Preservation Assistance Grant. These included two training workshops in July 2008. The Special Collections Librarian, along with the Library Director and the Serials Librarian, led this project. The processing projects spanned the grant period. The Special Collections Assistant placed a total of 150 fragile serial volumes and rare books in four-flap rare book boxes. The Administrative Specialist also helped with this project. Student workers assisted with placing boxes and maps in the Tedder railroad collection in protective boxes and enclosures. In the UAM archival collection, over 42 acidic boxes were replaced with acid-free boxes. Over 600 acidic file folders were replaced with acid-free folders.

   The library also received a grant of preservation books from the Institute of Museum and Library Services (IMLS) Connecting to Collections Bookshelf. The Library Director, the Serials Librarian and the Special Collections Librarian coordinated this project. The Technical Services Librarian integrated these books into the collection. Using these preservation resources, the Special Collections Librarian established a preservation plan for the library and a disaster plan for the Drew County Historical Society.
3. Purchase and implement the ILLiad program for interlibrary loan services.

   The Access Services Librarian is working with the Electronic Resources Librarian and the Interlibrary Loan Assistant to purchase the ILLiad program for more efficient interlibrary loan services.

4. Investigate and implement new inventory procedures.

   The Library Supervisor and the Technical Services Librarian are reviewing the professional literature and contacting other academic libraries in Arkansas for comparison of procedures.

Long-Range Objectives

1. Develop a multi-media center equipped with recording, playback, and editing equipment.

   The library has continued discussions with the School of Arts and Humanities and the Division of Music regarding moving the Music Lab to a location outside of the library. The Technical Services Librarian is working on integrating selected music scores from the Music Lab into the circulating collection.

2. Expand the second floor of the library building into the available space for more storage and service areas.

   Library personnel reviewed the library floor plans and investigated costs for expansion. Where appropriate, this data is incorporated into library reports and plans.

Support goals from Enhancement of Academics focus:

- Improve academic quality standards.
- Share academic opportunities across units.
- Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
- Improve internal and external communications.
- Provide the latest technology to our students and faculty.
- Utilize our Colleges of Technology to offer technical programs to all campuses.
- Accommodate the diverse needs of students.
- Enhance UAM’s image.

Short-Range Objectives

1. Increase the use of technology to provide reference services to students through instant messaging, a library blog, and/or online tutorials.
The Electronic Resources Librarian continues to investigate offering these services. The reference librarians continue to take advantage of economical training through Amigos and other authoritative sources.

2. Have full implementation of wireless services for guest users.

   The Access Services Librarian and the Library Supervisor worked with Information Technology on this project.

3. Expand the library’s online resources and establish funding for these resources.

   The Serials Librarian continues to lead the project to decrease the number of paper journal subscriptions. The library plans to use these savings to purchase more online resources.

Intermediate-Range Objectives

1. Update the library’s public access computers in order to provide a wider variety of services.

   The Electronic Resources Librarian prepared a cost estimate for updating the library’s public access computers. The Library Director submitted a request for funding at the March 2010 Budget Hearings.

2. Enhance the services provided by the library to persons with disabilities by purchasing adaptive technologies and equipment.

   Library personnel met with the Director of Admissions to discuss students with special needs on campus. The library is also investigating outside funding for adaptive technologies and equipment.

3. Expand access services for distance learning students.

   The Electronic Resources Librarian and the Access Services Librarian are working cooperatively to develop the Academic Weevil Online Library (A.W.O.L.). This is the library’s presence within the Blackboard learning management system.

Long Range Objectives

1. Establish a scholarship for student assistants working in the library.

   The library may use the UALR library’s “University of Arkansas Student Worker Award” as a model for the project. Interested alumni will coordinate the program.
2. Provide a multi-media workstation so that students may produce and rehearse presentations for class. This workstation could be placed in one of the study rooms and include a computer, scanner, and/or overhead projector.

Library staff report anecdotal evidence that students are making use of the scanning station. The workstation concept is still in process.

3. Increase the number of study rooms available for students.

After the PeopleSoft project is completed, the area which they are currently occupying may become available for redesigned study rooms. Library staff report anecdotal evidence that students continue to request this service.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Increase the emphasis on digitizing collections.

The library continues to take advantage of training opportunities for the digital display software (CONTENTdm “quickstart”) and scan images associated with the centennial activities. This service was added to the library’s Arkansas Traveler FirstSearch Base package subscription with OCLC through the Arkansas State Library. The Special Collections Librarian and the Electronic Resources Librarian are working collaboratively on this project.

2. Provide excellent service in support of University centennial activities.

The Special Collections Librarian has distributed weekly e-mails sharing history bytes from UAM’s last 100 years. She assisted with gathering items to bury in a time capsule during the 2009 Homecoming events and supported the history play put on by the School of Arts and Humanities in April 2010. The celebration is expected to continue through Homecoming of 2010.

3. Investigate providing the services associated with a color copier and/or color printer.

The Access Services Librarian, the Administrative Specialist and the Library Supervisor are working together to investigate the feasibility for these services when the copier contract becomes available for renewal.
Intermediate-Range Objectives

1. Identify a method by which the library can provide updated computers for student use, such as becoming a designated computer lab.

   **The Library Director made this proposal at the March 2010 Budget Hearings.**

2. Investigate establishing a student book club.

   **The library has discussed co-sponsoring a student book club with Sigma Tau Delta. Library student workers will coordinate this project.**

3. Enhance the appearance of signage by purchasing and installing shelf label holders for the stacks.

   **The Library Director and the Administrative Specialist attended an online workshop offered by Amigos on signage. The Administrative Specialist and the Electronic Resources Librarian are working together to design a logo for the library.**

Long-Range Objectives

1. Build a Bibliographic Instruction computer lab to enable the library to provide more instruction classes to students and to ensure that the sessions do not interfere with the availability of other computer labs on campus.

   **Library personnel are investigating the cost of this project.**

2. Retain students by promoting a more comfortable atmosphere in the library. Additional group study rooms could be constructed to facilitate learning through interaction with other students and moving toward the goal of creating an *information commons.*

   **After the PeopleSoft project is completed, the space which they are currently occupying may become available for redesigned study rooms.**

3. Enhance the library user’s experience by increasing the convenience of certain services, such as providing a book drop at the back entrance of the library and/or moving the book exchange browsing area to a more comfortable location.

   **The Book Exchange Committee has discussed various avenues for making the successful program even better.**
Mission, Role, and Scope

The School of Mathematical and Natural Sciences comprises the disciplines of biology, chemistry, mathematics, physics, astronomy, and earth science.

The mission of the School of Mathematical and Natural Sciences is to offer specialization in biology, chemistry, mathematics, and natural science and to provide opportunities for all students to enhance their understanding of science and mathematics. Curricula offered in the School prepare graduates for careers in industry and teaching, for graduate studies, and for admission to professional programs including allied health, dentistry, medicine, optometry, and pharmacy. This mission is fulfilled through the following goals:

1. Provide academic programs which promote the development of professional scientists and mathematicians and provide opportunities for all students to enhance their understanding of the natural sciences and mathematics.

2. Prepare individuals for successful careers in industry and teaching, and for graduate studies in science and mathematics.

3. Provide curricula for pre-professional studies in dentistry, medicine, optometry, pharmacy, and allied health (physical therapy, radiological technology, respiratory therapy, medical technology, occupational therapy, and dental hygiene).

4. Provide technical and analytical courses to support studies in agriculture, forestry, nursing, physical education, pre-veterinary medicine, psychology, and wildlife management.

5. Serve the General Education program through courses in biology, chemistry, earth science, mathematics, and physics that provide a basic background for a baccalaureate degree.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.
Short-Range Objectives

1. Upgrade classroom and laboratory instructional equipment, especially in General Chemistry, Principles of Biology, and General Physics labs.

   All Math and Science classrooms are now “smartrooms” with digital projectors, computer, and document camera permanently mounted. Minimal upgrades to the labs were done due to budget constraints.

2. Enhance the School of Mathematics and Natural Sciences webpage to be more informative for prospective students.

   The School of Math and Sciences website was upgraded to meet University standards. More emphasis will be placed on the website as a recruiting tool.

3. Generate funds for student travel from in-house written texts.

   This project was not approved by UAM Finance and Administration

4. Have each faculty member in the School involved with a collaboration with a regional school in order to get better prepared students entering our programs.

   Approximately 60% of the faculty members were associated with at least one project involving public school students and/or teachers. Several were through Education Renewal Zone activities, others through individual collaborations with individual teachers.

5. Recruit at least 3 students into the Biochemistry Option of the Chemistry major in the current year.

   Six students were recruited into the Biochemistry Option, four of which graduated in May 2009.

6. Improve communication with the more recent alumni of our programs using an updated database, social websites, and electronic newsletters.

   Sixteen alumni were contacted through Facebook. One student, who was lacking three hours was contacted via Facebook and was urged to complete her degree. She has taken a CLEP exam, and is a 2010 graduate. She is now entering UALR School of Law in Fall 2010. The School of Math and Sciences has made major updates to its database of graduates over the past year, and has renewed the sending of the School Newsletter, which will eventually be converted to electronic form.
Intermediate-Range Objectives

1. Improve research lab facilities through rearranging, renovation, or new construction.
   
   Some work was done to the chemistry research area (C-2). Other changes are planned in the future for that lab, as well as B-29, A-31, and the Herbarium Research area. Budget and space limitations have prevented further improvements.

2. Provide at least two pre-service or in-services teacher workshops per year with the goal of lowering the percentage of students needing remediation.
   
   A Chemistry Laboratory Workshop and a Physics Workshop was held for the local teachers in the past year. Also, extensive work was done with the AP Chemistry courses at Hamburg and Sheridan. Eight of the ten Hamburg AP students are coming to UAM.

3. Have at least one faculty member directly involved with each of the statewide collaborative research programs (NASA, IDeA Networks of Biomedical Research Excellence (INBRE), UALR Nanotechnology, etc...).
   
   We currently have four faculty involved with NASA, one with INBRE, but have not had anyone involved with the UALR Nanotechnology group at this time. It appears there is little interest in that area from faculty in Math and Sciences at this time.

4. Increase level of collaboration with the School of Forest Resources and Division of Agriculture in regard to research, and teaching.
   
   Three Biology faculty are involved with research in the School of Environmental and Forest Resources. There have been informal discussions between Math and Science faculty and the other Schools on which topics need to be stressed in our courses to best serve their needs.

5. Develop a student recruitment program designed to establish relationships between high school students and the Math and Science faculty.
   
   The AP Chemistry workshops, the Physics workshop, the Science Fair, and the Math Contest all had direct student involvement.

6. Meet the minimum of four graduates per year in Chemistry, Mathematics, Natural Science and Biology.
There were 10 Biology graduates, 5 Chemistry graduates, 4 Mathematics graduates, and 6 Natural Science graduates in 2009-10. Every chemistry major was a dual major. Four of the chemistry majors were Biochem/Biology, one was Chemistry/Math.

7. Have at least four Math and Science graduates per year that enters a graduate program in the area of their major.

   Six of the School of Math and Sciences graduates entered graduate programs. Of the others, several entered professional programs; one entered law school, two entered medical school, two entered pharmacy school.

8. Have 100% acceptance rate for students applying to medical, pharmacy, and pre-professional programs.

   Two of three medical school applicants were accepted into UAMS. The unsuccessful applicant to UAMS still has other medical schools pending. One student out of 7 that applied to pharmacy school was not accepted. She will return to complete her degree and continue to improve her PCAT scores.

Long-Range Objectives

1. Establish research programs that receive multi-year funding through grants.

   Three faculty received one-year grants through NASA-ASGC. Two three-year grants were applied for, but were unsuccessful. One multi-year grant for math education was funded.

2. Establish an endowment to finance student field trips.

   Small donations were made to finance student travel, but not at the level of having an endowed fund. Work will continue in this area.

3. Establish an endowment to provide for the maintenance of equipment.

   Work is continuing in this area through the UAM Foundation.

4. Graduate at least two students in mathematics and one in the sciences each year that will teach in local and regional schools.

   Three graduates in Mathematics are entering the UAM Master of Arts in Teaching (MAT) program and will teach somewhere in the region. One Biology graduate is planning on teaching in Texas. Two Natural Science graduates are looking for school placement so they can be accepted into the MAT program.
Support goals from Enhancement of Academics focus:

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Establish pre-semester meetings for all instructors of common courses, including the instructors from the Colleges of Technology and the Arkansas Early College High School (AECHS), to establish course policies and testing procedures.

   Meetings were held, but the AECHS faculty were not all able to attend. Course policies and testing seemed more in line this year than during previous years.

2. Encourage undergraduate student research programs, and have at least one student from each discipline presenting research findings at a state, regional, or national meeting.

   Both Chemistry and Biology students presented research findings at state or regional meetings. A recent Mathematics graduate that is now an MAT student was a co-presenter at a state mathematics meeting.

3. Have at least one faculty member collaborating in research programs in other units on this campus, or another campus.

   Three Biology faculty are involved with research in the School of Environmental and Forest Resources.

4. Make final adjustments to the two-year schedule in which all regular courses are taught in a regular rotation, and with the cooperation of the other units on campus try to eliminate major conflicts that commonly occur.

   Some work was done in this area, but recent curriculum changes in Biology made it difficult to make changes during this year. Work on this project will continue.

5. Update curriculum guides for the allied health programs.

   Very little work was done in this area. Continued work is needed.
6. Further develop and enforce reasonable pre-requisites for courses in the unit.

   **Curriculum and Standards approved three pre-requisite changes in Biology.**

7. Study in depth the success rate associated with the remedial mathematics courses, and make recommendations on course policies, pre-requisites, class size, instructional methods, and other factors that affect the success rate.

   **Data was collected for the remedial mathematics courses. Workbooks were written by Mr. Lowell Lynde and Ms. Victoria Ryburn. The ALEKS computer assisted homework program is being tested. Baseline data was gathered for the ASSET examination.**

**Intermediate-Range Objectives**

1. Establish a formal course review with other campus academic units served by the School.

   **Informal discussions have been made with the School of Environmental and Forest Resources, but very little has been done in this area.**

2. Get all tenure-track science faculty involved in research programs that will provide research opportunities for undergraduates.

   **Two of three Chemistry faculty have ongoing research programs. All Biology faculty have ongoing research programs. The physics faculty member has started an active research program and the Earth Science faculty does scholarly activities associated with the in-service teachers.**

3. Get at least one tenure-track math faculty involved in a research program that will provide results suitable for publication in a refereed journal.

   **No advances were made in this area.**

4. Have at least one student per year involved in an undergraduate research experience or internship at an off-campus site.

   **One Biology student will be attending a summer institute at Arkansas State University. One Chemistry student applied for a summer program but was not accepted.**

5. Review general education offerings to ensure that they serve the purpose of providing a broad survey of the material in those courses, while meeting the needs of the programs that require those classes.

   **Some consideration was given to adding a course entitled “Physical Science” specifically for the general education population as well as for education majors.**
6. Establish a formal plan in which assessment data from various sources is gathered and reviewed.

    Several faculty have been involved in informal discussions on this topic, but no major work was done in this area.

7. Use data collected from remedial mathematics study described in the short range objectives to make recommendations to improve the success rate in remedial math courses to the state average.

    Several different strategies are being tested, such as Fast Track 8 week courses, ALEKS Computerized Homework, and faculty written workbooks, in hopes of increasing the success rate in those courses in the future.

Long-Range Objectives

1. Have all science faculty publishing research results in refereed journals, and/or presenting at state, regional, or national meetings.

    There were two publications in the past year, and five presentations at meetings. More work in this area is encouraged.

2. Have all programs remain current with appropriate technology and add, modify, or delete programs to better serve students.

    Instructional technology upgrade in the classrooms has been completed; however, the laboratory equipment upgrade is occurring very slowly due to availability of funds.

3. Provide a leadership role in state and regional professional organizations.

    One faculty member holds an office at the national level of his professional organization.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Have advisors more actively involved with our majors during the first year through specific major meetings, group advising sessions, or other activities.

    This is still in the planning stages.
2. Explore alternate delivery systems for developmental mathematics.

   Several different strategies are being tested, such as Fast Track 8 week courses, ALEKS Computerized Homework, and faculty written workbooks, in hopes of increasing the success rate in those courses in the future. Two faculty are considering on-line or hybrid mathematics courses for the future.

Intermediate-Range Objectives

1. Revise course delivery systems in a manner which addresses the various needs of students and brings about a significant improvement in success rates for the course in which it is implemented.

   Some consideration is being given to on-line hybrid courses; however, many faculty are uncertain about the students having the self-motivation necessary to be successful in this type of course. Other technology based alternatives are being considered.

2. Have each club within the School of Math and Sciences be involved with at least two community activities.

   Both the Biology/Pre-Med Club and the Math and Physics clubs have been involved with community service through the year; however, Math and Physics likely didn’t meet the goal of being involved with two community service activities.

3. Develop a formal program in conjunction with local health care professionals in which pre-professional students “shadow” or intern in their area of interest.

   All pre-med students and pre-pharmacy students were successful in finding professionals to shadow. Some work was done through the Pre-Professional Committee to find matches for these students, but much of it was done independently.

Long-Range Objectives

1. Implement an alternate delivery system for developmental mathematics in order to increase the student success rate.

   Several different strategies are being tested, such as Fast Track 8 week courses, ALEKS Computerized Homework, and faculty written workbooks, in hopes of increasing the success rate in those courses in the future. Two faculty are considering on-line or hybrid mathematics courses for the future.

2. Conduct public service programs which promote healthy lifestyles and to actively incorporate student participation in these programs.
Some faculty members of the School do a yoga program in the Science Center on Tuesday and Thursday of each week. Others occasionally join the group.

3. Develop a formal first semester, or first year, experience program for our majors.

A lot of discussion has been done on this topic. Several proposals from faculty are being considered, which include a summer remediation program for pre-freshmen, a summer orientation course for pre-freshmen, and even a first semester course for Math and Science majors that includes basic skills needed to be successful in college.
DIVISION OF MUSIC  
UNIVERSITY OF ARKANSAS AT MONTICELLO

Mission, Role, and Scope

The mission of the Division of Music is to offer quality educational opportunities in music that provide students with the technical skills and the theoretical and historical knowledge necessary for competence in their chosen areas of concentration, and

1. Prepare students at the baccalaureate level for successful careers in teaching and other musical occupations;
2. Prepare students in music for successful graduate study;
3. Provide students opportunities for cultural and aesthetic experiences through active participation in music;
4. Offer general education course work in music for all students of the University;
5. Provide cultural and aesthetic experiences for the University, the community, and southeast Arkansas through the presentation of recitals, concerts, musical theatre productions, master classes, workshops, and seminars.

The Division of Music offers academic programs which lead to the Bachelor of Arts in Music Degree, a liberal arts degree, with concentrations in voice, piano, instrumental, and jazz studies, and the Bachelor of Music Education degree with concentrations in voice, piano, and instrumental.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Provide quality undergraduate programs in music and music education by reviewing, revising and updating curricula as needed to maintain viable and contemporary programs.

   Accomplished and ongoing.

2. Recruit, retain and graduate musically talented and academically strong students.

   Accomplished and ongoing.
3. Increase the number of music and music education majors and graduates.

   The number of Music majors is up by about 20 over two years ago. The number of graduates went from 1 in the previous year to 7 in the most recent. We anticipate 7 graduates again this year.

4. Recruit and retain quality music faculty and staff.

   A new instructor was recently hired.

5. Employ a Graduate Assistant in Music.

   Accomplished.

6. Utilize existing coalitions and collaborations, particularly in a performance context.

   Accomplished and ongoing.


   No progress but we will pursue these goals when the budget improves.

8. Upgrade recruitment publications such as brochures and posters for the Division of Music.

   Accomplished.

9. Publish an annual music alumni newsletter.

   No progress was made toward accomplishing this objective.

10. Maintain the Calendar of Events and other pertinent music information on the Division of Music website.

    Accomplished and ongoing.

11. Distribute copies of the recently recorded compact disc of the UAM Jazz Ensemble to high schools and junior college music programs as a recruiting tool.

    Accomplished.

12. Present quality choir, band and music theater productions.

    Accomplished and ongoing.
13. Expand the number of choir, band and music theatre productions on campus.

**Accomplished and ongoing. Two additional band performances took place the past year.**

14. Expand the number of performance opportunities in the surrounding area.

**In addition to the traditional choir tour, the jazz band toured in the region (Arkansas, Louisiana, Texas).**

15. Nurture existing relationships with arts organizations such as the SEARK Concert Association and the National Federation of Music Clubs.

**Accomplished and ongoing.**

16. Build the book, score, and CD collections in the Fred J. Taylor Library and Technology Center and in the Music Listening Laboratory located in the Library.

**Accomplished.**

17. Assign mentors to junior faculty during the probationary period.

**Accomplished and ongoing.**

18. Add new performance opportunities for UAM music faculty and students to increase statewide visibility.

**Both the choir and the jazz band performed in the Little Rock area.**

**Intermediate-Range Objectives**

1. Expand recruitment within Arkansas and surrounding states.

**Band faculty took recruitment trips to Texas and Louisiana.**

2. Establish a Division of Music arts series that will showcase UAM throughout the existing region in addition to a wider geographic area.

**No progress has been made toward accomplishing this objective.**

3. Nurture and build the existing relationships with musical organizations in the state and the region.

**Accomplished and ongoing. Faculty attend band competitions and are members of state musical organizations.**
4. Pursue ensemble performance opportunities with existing musical organizations in the state.

   **Accomplished and ongoing.**

5. Identify donors for additional endowed scholarships.

   **Accomplished and ongoing.**

**Long-Range Objectives**

1. Investigate additional concentrations within the existing Bachelor of Arts in Music degree.

   **No progress has been made toward accomplishing this objective.**

2. Develop internships with existing arts organization or schools.

   **No progress but will pursue in future.**

3. Develop summer residency programs with existing arts organizations.

   **No progress but will pursue in future.**

4. Expand the recruitment search to a national and international market.

   **Plans are underway to advertise the program in national journals.**

**Support goals from Enhancement of Academics focus:**

- Improve academic quality standards.
- Share academic opportunities across units.
- Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
- Improve internal and external communications.
- Provide the latest technology to our students and faculty.
- Utilize our Colleges of Technology to offer technical programs to all campuses.
- Accommodate the diverse needs of students.
- Enhance UAM’s image.

**Short-Range Objectives**

1. Review the music curriculum in accordance with the National Association of Schools of Music (NASM) guidelines.

   **Accomplished and ongoing.**
2. Prepare a Self-Study Report for continued accreditation of the Music program by the National Association of Schools of Music (NASM).

   The Assistant to the Dean has begun writing the report and gathering data that will have to be included in the report.

3. Host the team of visitors for the on-site visit to the UAM campus for continued accreditation with the National Association of Schools of Music on September 13-16, 2009.

   Delayed to March 2011.

4. Implement the Jazz Studies concentration in the existing Bachelor of Arts in Music degree.

   Accomplished.

5. Purchase and implement MP3 file sharing programs for students.

   No progress has been made toward accomplishing this objective.

6. Present quality concerts on campus.

   Accomplished and ongoing.

7. Assess the existing disciplines within the academic major.

   Pre-tests and post-tests are being administered.

Intermediate-Range Objectives

1. Investigate the possibility of presenting informal, on-campus performances at 12:30 p.m. on Tuesdays and Thursdays in venues such as the Green Room and the Patio Café in the University Center.

   No progress has been made toward accomplishing this objective.

2. Update the music computer lab every three years.

   Accomplished.

3. Create a new course in world music.

   No progress has been made toward accomplishing this objective.
Long-Range Objectives

1. Hire additional music faculty in the areas of woodwinds and/or low brass.
   
   Low brass faculty member has been hired for 2010-2011 academic year.

2. Increase the performance opportunities for students with area arts organizations.
   
   Accomplished and ongoing. Some of our students have been invited to perform with the state jazz band.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Support those departments directly involved with students’ diverse needs.
   
   Accomplished and ongoing.

2. Add more sections of Music Appreciation to the schedule in on-line format.
   
   Accomplished. Two sections are in the Summer 2010 schedule.

3. Make student tutors available for music majors.
   
   No progress has been made toward accomplishing this objective.

Intermediate-Range Objectives

1. Offer additional music courses on-line.
   
   No progress has been made toward accomplishing this objective.

2. Explore ethnicity in music.
   
   No progress has been made toward accomplishing this objective.

Long-Range Objectives

1. Develop outreach music programs within the surrounding area.
   
   No progress has been made toward accomplishing this objective.
2. Investigate the possibility of offering a Masters degree in Music Education.

   No progress has been made. This is probably an unrealistic goal.

3. Enhance learning through improved facilities by requesting renovation of the Music Building.

   No progress but will continue to be an important goal.
Mission, Role, and Scope

The overall mission of the Division of Nursing (DON) is to provide excellence in the preparation of professional and technical nurse generalists. This mission is accomplished through the following goals:

A. The preparation of professional nurse generalists to provide nursing care for individuals, families, and communities within a variety of health care settings;

B. The preparation of technical nurse graduates to provide nursing care for individuals, families, and families in communities in structured settings;

C. The encouragement of critical thinking to guide technical or professional therapeutic nursing interventions which promote, maintain, or restore health;

D. The development of accountability through a commitment to professional/technical nursing practice and lifelong learning.

Role: In support of our mission statement, the role is to motivate, facilitate, and evaluate a culturally diverse student population using didactic and clinical learning experiences designed by a well qualified, diverse faculty to best meet the immediate and future needs of the citizens of Southeast Arkansas in addition to state, national, and global populations. (Standard 1.1)

Scope: The faculty of the DON educationally prepares excellent professional and technical nurse generalists who have liberal arts backgrounds that provide the capacity for fully enjoying life and serving as useful citizens. The DON provides graduates from four programs of study:

A. Bachelor of Science in Nursing program.
B. RN to BSN program.
C. LPN to RN fast-track program.
D. LTPN and LPN to BSN matriculation program.

Accreditation: The BSN programs have full accreditation of the National League for Nursing Accrediting Commission. The Associate of Applied Science in Nursing and the Bachelor of Science in Nursing degree programs enjoy full approval by the Arkansas State Board of Nursing.

Additionally, all of the degree and certification programs of the University of Arkansas at Monticello are approved by the Higher Learning Commission of the North Central Association of Colleges and Schools.
Support Goals from Enhancement of Resources Focus:

Recruit, develop, and retain a quality faculty and staff.
Recruit, retain, and graduate students.
Build partnerships through networking and collaboration.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.

Short-Range Objectives

1. Keep faculty abreast of current research and technology in the field of nursing through meaningful continuing education programs.

   One hundred percent (100%) of faculty obtained continuing education credits pertaining to their field of expertise this year through electronic webinars and traveling to meetings. Faculty alternate years for out of state travel opportunities or present at these meetings to defray cost and enhance scholarship. The technology for webinar attendance in Sorrells Hall is still being upgraded. When available, it will be open to the nursing community in the geographic area as well.

   The faculty hosted an educational nursing conference for both students and nurse educators in September 2010 by the Sylvia Rayfield Company. “Pharmacology Made Insanely Easy” was the topic for students. Faculty focused on the new test plan for national nursing licensure by the National Council of State Boards of Nursing (NCSBN). It was attended by approximately 200 and evaluations were extremely positive.

   The handheld technology policy and procedure was implemented.

2. Collaborate with the technology campuses to facilitate academic progression from PN graduate to AASN to BSN status through:

   The progression process from practical nurse to registered nurse to Bachelor of Science in Nursing (BSN) and programs of study for each are explained through presentations around the time of graduation by faculty and/or Chair. Written recruitment materials are distributed to each student/graduate.

   We also continue to collaborate with UAM-CTC and UAM-CTM on Perkin’s Grants which will support the acquisition and use of simulation mannequins and materials.

3. Increase recruitment of AASN graduates for the RN-BSN program through:

   Personal conversations about the benefits of obtaining a BSN occurred with each UAM Associate of Applied Science in Nursing (AASN) student throughout the nursing program.
4. Communicate to the citizens of Southeast Arkansas the programs available through the DON, emphasizing the excellence of those programs and the faculty who teach in them.

Newspaper and media releases occurred on a regular basis. Topics included Registered Nurse (RN) Licensure pass rates, faculty achievements, National League for Nursing Accrediting Commission (NLNAC) visit activities and outcomes, Student Nursing Association (SNA) activities and awards and endowed nursing school scholarship winners. Time constraints prevented development of new program brochures this year. An updated website served as a substitute and interested parties were referred appropriately.

5. Maintain a student friendly environment designed to enhance DON faculty and staff efforts to recruit and retain students and provide necessary assistance for the achievement of career goals.

Retention activities included using:
- Transparent grading rubrics course objectives and clinical expectations clearly conveyed in the student handbook and each course syllabus. Each document is read aloud, explained and signed at the beginning of each course;
- Open door policies by nursing faculty and administration;
- Individual academic counseling by the faculty, course coordinators and the Chair; and
- Participation in Student Nursing Association Activities and induction into the newly formed School of Nursing Honor Society.

Recruitment activities included:
- Presentations about the AASN fast track program to graduating practical nurse students at the College of Technology campuses;
- Sending out recruitment postcards to lists obtained during recruitment trips by the Office of Admission; and
- Answering telephone inquiries in a timely and friendly manner.

6. Establish communications with earlier DON graduates to inform them of gift giving opportunities through the office of advancement to support nursing student recognition ceremonies, nursing student scholarships, and the acquisition of nursing simulation laboratory equipment.

A Facebook page for the UAM Nursing Alumni was established by an alumnus who is also a member of the Advisory Board. We currently have over 70 members. Memos are posted about these opportunities and activities.

7. Establish communications with DON graduates by two alumni volunteers to coordinate activities for the dedication of Sorrells Hall.
The dedication was postponed to next year however alumni volunteers have been secured for this purpose in the Fall 2010.

8. Establish a chapter of Sigma Theta Tau, the international nursing honor society.

   The first 24 members held the first School of Nursing Honor Society meeting on April 26, 2010.

9. Develop internal monetary resources by establishing nursing student fees. Fees to be requested are nursing lab, criminal background checks, drug screening, student nursing association, and supplies (uniforms, patches, shoes).

   A clinical fee of $25.00 was established for every nursing student taking a course with a clinical component. Money will be used to support all areas of clinical – equipment acquisition, maintenance, travel and miscellaneous clinical related needs.

Intermediate-Range Objectives

1. Collaborate with health care agencies in Southeast Arkansas to partner with UAM DON to provide endowments where more faculty can be hired to accommodate an increase in student enrollment and retention through:

   We have begun identifying potential agencies for this purpose.

2. Provide faculty support and preparation for meeting the NLN Nurse Educator Certification requirements.

   All faculty were encouraged to make the Certified Nurse Educator (CNE) part of their personal and professional goals. Budget presentations this year included requesting funding for CNE registration and extra faculty funding for the National League for Nursing (NLN) CNE prep courses. Faculty development funds are to be used for this purpose with personal supplementation as required. A faculty member volunteered to be the new NLN Ambassador for the School of Nursing. Her goal is to expand the number of CNE preparation materials available and is personally working toward certification status.

3. Advertise recent modifications in the existing RN to BSN Advanced Placement Track Program.

   This was accomplished using word of mouth advertising, an updated website information and follow up phone calls. Dates were established for summer to begin formal outreach about the program.

4. Increase nursing foundation funds by 100% by emphasizing giving opportunities for private donors and alumni.
This objective was not met but collaboration with the UAM Office of Advancement began. Contact lists were developed for a phone-a-thon in August 2010.

Long-Range Objectives

1. Establish a new faculty position to accommodate program growth.

   The site visitors from the National League for Nursing supported this objective.

2. Establish funded directorship positions for the BSN, AASN, and RN-BSN programs.

   This will remain a long term goal to be addressed during budget hearings 2011.

3. Establish a new faculty position as director of the simulation laboratory partially funded by the student lab fees.

   Discussion on this item began during budget hearings this year. It was decided to also address it through grant proposals.

Support Goals from Enhancement of Academic Focus:

Improve academic quality standards.
Share academic opportunities across units.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance the UAM DON image.
Promote and conduct research.

Short-Range Objectives

1. Revise Program Evaluation Plan (PEP) to match new NLNAC standards.

   The PEP was reviewed and standards were assigned to each item in the plan as evidence of compliance. The plan is reviewed yearly.

2. Maintain requirements for approval status from the Arkansas State Board of Nursing for the AASN and BSN programs and the National League for Nursing Accreditation Commission for the BSN program.

   The School of Nursing was recommended for full accreditation status for the BSN programs from the National League for Nursing Accrediting Commission in May 2010 following a rigorous site visit in March 2010. This status will span 8 years. We remain approved by the Arkansas State Board of Nursing. Funding
was granted to begin the initial accreditation process to begin for the AASN program.

3. Maintain required NCLEX-RN (National Council Licensure Examination-Registered Nurses) pass rates (>75%) for all concerned programs.

   The BSN NCLEX-RN pass rate is 96.55%. The AASN NCLEX-RN pass rate is 100%.

4. To improve faculty staff and student inter and intra departmental communication procedures using distribution lists, text messaging and cell phones.

   The School of Nursing uses cell phones extensively which allows texting between students and faculty. The Secretary contacts students using distribution lists.

5. Continue the yearly recruitment activity to promote the AASN program as a viable means for practical nursing students at the UAM Colleges of Technology-Crossett and McGehee/Dermott.

   This objective is addressed fully in #5 short term section of the previous goal.

6. Sponsor at least two health promotion and wellness-related activities in a variety of school and community settings.

   All DON students participate in the UAM Wellness Fair yearly. The DON sponsored a diabetic health fair in the fall and a wellness based activity designed to help college students in the UAM dorms in the fall.

7. Enhance academic learning opportunities for students, faculty, UAM community and other communities by developing and executing a Nursing Technology plan with the Information Technology Department designed to plan, acquire, install, and support wireless access, handheld technological devices, and simulation laboratory infrastructure in a formalized sequence.

   The plan is in place. The Handheld Technology Policy and procedure is in effect. Critical equipment for the simulation laboratory was identified and ordered. The first simulation man will arrive in 2010/11. Money was approved and appropriated for the purchase of wireless routers. Computerized charting systems were investigated and decided upon this year. The system will occupy the simulation/skills laboratory.

   Online course evaluations were piloted this year and all handbooks and syllabi are being distributed electronically.

8. Conduct and disseminate educational research designed to support curricular design changes and contribute to nursing education.
The Dean of the DON, and faculty were featured in the Faculty Matters section of the NLN journal *Nursing Perspectives* which focused on various teaching methods and opportunities for teaching nursing leadership. Two qualitative research articles on the perception of cardiac risk factors by rural African American women were published by one of our faculty members. The entire faculty reviews aggregated data from student surveys yearly to determine curricular changes.

Intermediate-Range Objectives

1. Enhance faculty and student learning in the classroom and clinical settings by planning and developing new teaching/learning strategies for new technology and educational materials as they are determined appropriate for meeting student needs and are acquired.

   **Computerized charting systems are new to the curriculum. Several systems were investigated and one was decided upon this year. The system will occupy the simulation/skills laboratory and begin in the Fall semester 2010.**

2. Provide opportunities for nursing students to practice health assessment skills by performing routine physical assessments in various community and health care settings with diverse populations across the lifespan.

   **Students performed assessments during all clinical courses and during the Community Health course, Healthy Aging, and during several health fairs both on campus and in the community as requested.**

3. Equip the clinical laboratories with state-of-the-art simulation mannequins, software, beds, and specific patient care supplies designed to enhance mastery of clinical skills.

   **New medical equipment was approved for funding by the University this year. Acquisitions include 2 intravenous transfusion pumps, a feeding pump, a vital signs machine and six portable otoscope/ophthalmoscope sets.**

4. Research and decide upon a learning-style assessment tool to be administered to every student entering nursing to assist faculty to individualize instruction and increase student success.

   **Several learning style assessments are being analyzed for use. No decision has been made yet.**

5. Review pre- and co-requisite courses for all DON nursing programs but more specifically the AASN program this year, to determine if it still meets the needs of the students and population of southeast Arkansas.

   **This is of the Program Evaluation Plan and is accomplished in May every year.**
Long-Range Objectives

1. Increase the number of qualified faculty to lower the faculty/nursing student ratio in the clinical setting by obtaining additional financial resources by informing graduates of new nursing educator funding at the state and national levels.

   Two adjunct faculty are currently enrolled in Masters in Nursing programs.

2. Redesign and offer sections of Healthy Aging, NURS 3064, to students campus wide.

   This will remain a long term goal although discussion has begun.

3. Gain NLNAC accreditation for the AASN program.

   Funding was appropriated this year. Part of the AASN self study is complete.

Support Goals from Enhancement of Quality of Life Focus

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-range Objectives

1. Offer and support new and existing healthy lifestyle educational programs to the UAM community and the community at large.

   The DON supports PE 1081, Cardiovascular (CVR) Fitness for nursing students and strongly encourages this course to be taken during school for stress relief and to enhance wellbeing.
   The DON offers cholesterol screening, bone density screenings, blood pressure, and seat belt safety awareness every spring during the UAM Wellness fair.
   Diabetes Health Fair is offered to both campus and community members every fall in association with NURS 444V, Concepts in Nursing Care III. Various wellness programs are presented to dormitory residents yearly and topics are determined by the Residence Life personnel and upon request by the students.

2. Continue the student and community educational process of conducting thorough annual health/education/safety assessments of select Southeast Arkansas communities and to communicate the findings/needs to the local civic leaders.

   This objective is met through NURS 4153, Community Health Nursing.

3. Enhance student success and foster well being using the recommended high-risk student assistive/retention measures and procedures as outlined in the DON Faculty and Student Handbooks.
Student success is monitored through test success. Students failing 1-2 exams are counseled immediately by the instructor/course coordinator and after 2 failures, scheduled to see the Dean. Concern is expressed and a clear outline for success established collaboratively. Resources are identified. 80% of all students that were counseled became successful.

4. Increase the student volunteerism in community agencies for the enhancement of health and wellness of vulnerable populations in Southeast Arkansas.

Student volunteerism in nursing is called “Service Learning”. This is met during the NURS 4153 Community Health Nursing, throughout the Concepts in Nursing Care courses and the student nurse’s association. Examples this year participating in church based health fairs and coordinating a coat drive for elementary students and providing personal care items to the children’s home in town and sponsoring a child through the local Jr. Auxiliary.

5. Refine flexible options developed for attendance and progression through the RN-BSN program.

All RN-BSN nursing courses are part face to face and part computer based learning. Face to Face is minimal at 3-4 times per semester. New technology for podcasting is now available and will be applied to various courses to eliminate the need to attend class completely.

Intermediate-Range Objectives

1. Expand the current culture fair and invite campus-wide attendance (include values, customs, religious beliefs, food preferences, etc.).

   This was discussed during curriculum and faculty meetings this year. We had hoped to coordinate our culture with the international students on campus and their culture fair but time conflicts exist. Extending an invitation to the campus is now planned.

2. Expand the bioterrorism workshop offered annually to all senior nursing students by inviting campus and community planning and attendance.

   Time constraints prevented addressing this objective this year.

3. Increase the application pool of qualified students for the AASN program through increased point of contact marketing and media attention on this program in the health care facilities and community. Take individual program pictures of AASN students for distribution to newspapers, etc.

   A concentrated effort was made to increase AASN student awareness for the need for more photos for this purpose. These photos have been added to the
annual AASN program recruitment slide show. Compliance also yielded better representation of the class during the end of the year presentation at Graduate Recognition Ceremony.

4. Increase applications of LPN graduates from the COT campuses to the LPN – RN Fast Track Program by helping them understand how it will improve quality of life through career advancement.

   There were 50 applicants this year for the LPN-RN program. Ten were from UAM-CTC and UAM-CTM due to the small number of graduates this year and the timing of graduation from the McGehee campus.

5. Increase application of graduates from our AASN program into the RN to BSN program by clearly and concisely outlining the prerequisites and process and giving presentations to interested RNs.

   The DON was invited to address the Practical Nursing students at the South Arkansas Community College in El Dorado last year in addition to the annual recruitment presentation at the UAM Colleges of Technology. 5 applicants resulted from this effort.

   The DON website was updated by faculty and administration with a consistent, easy to read format across all of our programs. The response has been very positive. http://www.uamont.edu/Nursing/academicprograms.htm

Long-Range Objectives

1. Establish a nursing tutorial lab for students from diverse ethnic groups and students with special learning needs to increase their chance for success in the various nursing programs operated by the DON.

   There were no international students in the programs this year.

2. Arrange nursing experiences in foreign countries to allow students to experience the concept of globally diverse societies with unique health care needs. Doing so would prepare nursing majors to be prepared to interact with international students and nursing graduates, provide health care in other nations and/or have a positive impact through increased comprehension of global health care needs/issues.

   This was not addressed this year.
Mission, Role, and Scope

The mission of the School of Social and Behavioral Sciences (SSBS) is to develop competent professionals, leaders and socially responsible persons who can effectively interact with diverse populations, function in multidisciplinary and technologically advanced work environments of their chosen occupations and professions, and who will serve the citizens of the state, the nation and the global community.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Recruit faculty from quality graduate programs and offer competitive salaries

   During the 2009-10 academic year, four new faculty members were hired from quality graduate programs.

2. Hire replacement faculty within the disciplines as needed.

   The entire Social Work department has been replaced with three new faculty members. In addition, a faculty member was hired to complete the history department. A visiting professor was brought in to cover a number of history classes, as required by student enrolment.

3. Continue to encourage social science faculty to seek internal and external funding resources.

   The primary source of funding, outside of the faculty M&O accounts is from our national honor societies: Phi Alpha, Social Work; Phi Alpha Theta, History; Psi Chi, Psychology; and Alpha Phi Sigma, Criminal Justice. The Social Work department receives partial funding from grants secured through the Title IV-E Child Welfare Partnership, a statewide collaboration among Arkansas universities and the Division of Children and Family Services (DCFS) focused on education and training to improve child welfare practice. We continue to be
successful in finding funding through such organizations as the Fulbright-Hays Group Projects Abroad and the National Endowment for the Humanities. Three of our faculty members received UAM Faculty Research Grants. The UAM administration provided contingency funds for four students to present papers at national conferences. Papers were presented at the Phi Alpha Theta’s annual undergraduate conference in San Diego (CA) in January 2009 and at the Midwest Political Science Association annual conference in Chicago (IL) in May 2010. A Student Undergraduate Research Fund proposal was submitted by Political Science junior, but was unsuccessful. Private Donors have been approached regarding securing funding for student travel in the department.

4. Encourage faculty to employ the available resources within the unit and across campus to develop grant writing expertise.

This is an area that continues to need improvement. We utilize the experience of senior faculty members, but would welcome more formalized training in this area.

5. Establish a unit newsletter featuring professional faculty activities, accomplishments and unit activities.

An electronic newsletter was circulated highlighting the activities of the unit, but no formal newsletter was completed this year.

6. Enhance the opportunities for collaborative teaching.

Each year, SSBS hosts or participates in four field study trips that are collaboratively taught. These include:
- The international United Kingdom program, which alternates between Ireland, Scotland and London
- The national field study trip, which currently alternates between Washington D.C. and New York
- The history field study trip, which has gone to such places as colonial Williamsburg in Virginia
- SSBS collaborates with the School of Math and Sciences each summer to take a group of students (and high school teachers) out west

Other collaborative projects and/or opportunities include the following:
- Every other year a course entitled Sexual Deviance is taught.
- There are currently discussions over the arrangements needed to enhance the Criminal Justice/Political Science pre-law curriculum that would involve the teaching expertise of many faculty members.
- There are currently discussions between the Criminal Justice, Sociology and Social Work departments regarding opportunities to teach classes that would benefit each of these departments simultaneously and thereby enhance the course offerings to students.
7. More effectively utilize the *Advance Monticellonian*, *Pine Bluff Commercial* and other newspapers/news mediums to promote the school, its students, and its faculty.

SSBS promotes the activities of its faculty and students through various traditional and electronic newspaper/news mediums. Articles about SSBS students presenting at conferences were published in the *Advance Moticellonian*. All school events and achievements are dispersed electronically through the UAM News Release offered by the Office of Media Services. Various articles have been written by *The Voice*, the student run newspaper at UAM. *SEA Life Magazine* is being considered as another medium.

8. Seek funding sources to provide stipends for students completing internships.

The Social Work, Criminal Justice and Psychology departments in the SSBS are associated with the Title IV-E Child Welfare Partnership, a statewide collaboration among Arkansas universities and the Division of Children and Family Services (DCFS) focused on education and training to improve child welfare practice. Each year, IV-E provides paid internships to two UAM students, with students from the three departments listed above possible recipients. The Social Work department organizes internships for all Social Work students in their last semester of study. These can be either paid or unpaid. In 2010, only 2 of the internships were paid internships. The Criminal Justice department has internships, but they are intentionally unpaid positions.

9. Continue upgrading and updating the School webpage. This will promote news and events within our school, research opportunities and resources, recruitment information, and giving opportunities to the school and university.

After disappointing results from external support personnel, the SSBS website has a new look provided by the UAM IT department. Work has been done to ensure that all of the faculty webpages have the same information on them and are both correct and current. Further updates are on the top of the agenda for the summer.

**Intermediate-Range Objectives**

1. Increase faculty base salaries in order to recruit and retain a well-qualified and diverse faculty.

   This is beyond the control of the SSBS.

2. Create an Undergraduate Research fund and a faculty committee to review and select undergraduate research proposals for funding.

   In the last year, many SSBS students presented at state and regional conferences. SSBS is currently seeking funding for an Undergraduate Research
Fund to help supplement the increasing numbers of SSBS students that are writing quality papers worthy of presentation at national conferences.

3. Establish a funding source to provide financial incentives for faculty to sponsor and supervise student research, independent study, and internships.

Some faculty members wrote an Arkansas History Book and used the royalties to fund annual student travel to conferences through the Phi Alpha Theta scholarship fund. Even without funding, faculty members are supervising at least one independent research project (sometimes as many as five) with motivated students. As this is particularly important at a small university with a limited number of faculty, this issue deserves more attention regarding funding incentives to teach quality independent studies.

4. Continue to sponsor activities and events to bring community members to campus and to the MCB building. This includes the establishment of a Town and Gown Lecture Series and a Voter Registration Drive.

The SSBS introduced a new series this year, the UAM Undergraduate Research Forum Series, which allows UAM students and faculty campus-wide to see what SSBS students are doing. This year, students participated in one of three forums held to date. An elective (service learning) course was offered during the 2010 Summer Intercession period. It was built around the Arkansas Mission of Mercy (ARMOM), a collaborative effort with dentists from around Arkansas who volunteered their services for two days in May, 2010. The course was designed as a Community Volunteer Service Learning course and covered such issues as the need for dental care in Arkansas, and in the Delta Region; how income affects dental care needs; service availability; and more. Students who participated in the course actually volunteered for ARMOM and benefited personally from working for such a worthwhile collaboration. Phi Alpha Theta (the History honor society) partnered with another UAM student group, the Creative Society, in Arkansas’ Adopt-A-Highway Program, where we picked up litter on a one-mile stretch of road close to our college campus. Students from the Phi Alpha Theta National History Honor Society and Alpha Chi Honor Society worked collaboratively to restore the Museum's 'Country Store' project. With donated paint, students repaired and repainted the interior of the store, which is planned to ultimately house a reconstructed mercantile from the mid-twentieth century. These same students have spent numerous Saturdays at the museum this past year in remodeling projects. The students worked under the aegis of a $500 grant awarded by Alpha Chi's national office and secured by UAM's Alpha Chi chapter advisor.

5. Secure funding for the new Horizons Program and expand travel/study offerings through this program for faculty and students.
In addition to the international field study trips to the United Kingdom, which have been offered to students since 2006, students have been offered credit in criminal justice, history and political science for field studies in Washington D.C./New York City and Williamsburg (VA). Social Work students were also given the opportunity to go to the Clinton Library in Little Rock this past year in April 2010. Funding was secured through the UAM administration for four students to present at national conferences, as already noted. Faculty members wrote an Arkansas History Book and used the royalties to fund annual student travel to conferences through the Phi Alpha Theta scholarship fund. Other independent donors are currently being pursued to secure increasing levels of funding for the Horizons Program, to help accommodate the academic excellence of qualified SSBS students.

**Long-Range Objectives**

1. Continue establishing MCB classrooms as smart rooms until all are equipped.

   Six rooms have now been equipped with projectors/computers and screens. Two additional rooms have been equipped with pull-down screens and are on the list to become ‘smart rooms.’ Due to budgetary restraints, no other rooms were updated this year but are first on the list for next year.

2. Create a *Center for Delta Studies* within the School of Social and Behavioral Sciences and secure funding for that program.

   With the unexpected departure of the former Dean this program has been abandoned.

**Support goals from Enhancement of Academics focus:**

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance the UAM image.

**Short-Range Objectives**

1. Promote academic programs, career, and post-baccalaureate opportunities by developing brochures, adding relevant information in the catalog, and posting to the School’s website.
Each of our departments has brochures and handouts that outline what is required for graduation, but also what they can do with that degree once they graduate. These documents, entitled *What Can I Do with a .... Degree*, are available to anyone through our main office. They are also available on the school website. SSBS has hosted study sessions for students preparing to take the GRE for entrance into graduate school and/or the LSAT for entrance into law school. Each fall semester, SSBS hosts a Graduate School and Law School Informational Meeting, at which interested undergraduate students hear presentations by selected SSBS faculty members about how to prepare (and apply) for and succeed in graduate school. No additional information was added through Curriculum and Standards to the UAM catalogue and updates to the SSBS website are under discussion.

2. Enhance the web presence for each of the social science and behavioral science disciplines.

   The SSBS website is currently under construction. It has a new look to it, but the updates for each of the SSBS disciplines are under discussion.

3. Continue current and increase future travel/study opportunities for students majoring in various disciplines.

   Over the last three years, the academic trips sponsored by the Horizons Program included: United Kingdom Study Trip (with trips to London, Scotland and Ireland), Washington D.C., Colonial Williamsburg, The William Jefferson Clinton Presidential Library, Arkansas Post National Monument and Park, Natchez Spring Pilgrimage of Historic Homes, and Phi Alpha Theta History Honor Society State and/or Regional Conference. This means that the SSBS now has three fully functioning field study programs, an international program to the United Kingdom, a national political science program to Washington D.C. and a history program to colonial Williamsburg (VA) and other places of historical significance yet to be determined and currently under discussion. SSBS students have also been increasingly successful in submitting quality papers to national undergraduate conferences, which have been fostered through the hard work and dedication of SSBS faculty.

4. Develop practices and strategies such as reducing class enrollment levels of non-general education studies courses to accommodate the inclusion of more writing assignments.

   This was not accomplished this semester because of increasing enrollment numbers at UAM.

5. Utilize professional practitioners from the community by employing them as adjuncts in order to expand and enhance the quality of course offerings within the social science disciplines.
A local attorney was hired last year to teach criminal justice classes at the Crossett campus, when needed. Faculty was hired to teach two classes for SSBS last year: Mock Trial and the New York field study trip. A visiting professor was hired to teach American History and Survey of Civilization. American History continues to be taught within the SSBS.

6. Develop and implement a unified and uniform assessment strategy designed to improve student outcomes.

One tactic started this year was to arrange a series of impromptu meetings between all new SSBS faculty and the Dean during their first semester/year of teaching to discuss the problems and successes that they have had in the classroom. This ensures that they understand what is expected of them in the classroom, which in turn helps to standardize the level of academic excellence offered in all SSBS courses. Each departmental division consistently discusses their expectations of the introductory classes (i.e. Survey of Civilization I & II, American History, Intro to Psychology, Intro to Criminal Justice and American National Government) to ensure that students receive a similar education in these areas, regardless of which teacher they take. Nevertheless, more can be done in this area, but it will be difficult given the different teaching styles of the different professors.

7. Develop team-teaching opportunities within the School of Social and Behavioral Sciences.

Currently, the field study trips and the Sexual Deviance course taught between criminal justice and psychology are the only team-taught courses. Beginning German I & II was taught for the School of Arts and Humanities.

8. Recognize and reward academic excellence and student achievement among the Social and Behavioral Science majors.

To date, all of the majors have established honor societies, except for political science (even here, the paperwork has been submitted). Each year, five endowed scholarships are awarded to deserving students. At the end-of-year awards banquet, two students are chosen from each major discipline (and one from Sociology) as Outstanding Graduates. Each year, a student is awarded the ‘service above self’ award, which recognizes someone who has given outstanding service to the department above and beyond academic achievement. Achievement Letters are sent out to all students that are on the Chancellor and Dean Lists at the end of each semester. The SSBS hosts an Undergraduate Student Research Forum Series that allows outstanding students within the school to present their work to their fellow classmates and interested faculty. Students with qualifying papers can work with faculty mentors to be able to present their work at conference.
9. Grow and Expand the Horizons Program to offer more travel study opportunities for students and faculty.

    The Horizons Program is growing and now hosts one international and two national field study opportunities. In addition, a growing number of students have been given the opportunity to present original research and state-wide and national conferences. There is still much work to be done here, especially with regard to funding.

10. Establish a faculty colloquium program for the School of Social and Behavioral Sciences.

    The SSBS now hosts a ‘brown bag seminar,’ where faculty members are given the opportunity to present their independent research projects to fellow faculty and any interested students. Two faculty members have given a seminar over the past year.

Intermediate-Range Objectives

1. Establish a policy requiring a grade of “C” or better in classes that count toward major requirements.

    This has been discussed in academic council, but no concrete action has been taken to implement this policy in classes that do not already have this requirement, i.e. American National Government for Political Science majors and various Social Work classes for all majors.

2. Sponsor academic programs such as colloquiums, capstone courses and lecture series on social science topics of interest to campus and community.

    The SSBS now hosts a ‘brown bag seminar,’ where faculty members are given the opportunity to present their independent research projects to fellow faculty and any interested students. Two faculty members have given a seminar over the past year. The SSBS also hosts an Undergraduate Student Research Forum Series that allows outstanding students within the school to present their work to their fellow classmates and interested faculty.

3. Assess the need for new programs that would benefit the community and the state.

    The Horizons Program was created specifically to allow students that may have never left Arkansas the opportunity to travel both nationally and internationally while, at the same time, pursuing their academic interests. An elective, service learning, course was offered during the 2010 Summer Intercession period built around the ARMOM effort for two days in May, 2010. The course was designed as a Community Volunteer Service Learning course and covered such issues as the need for dental care in Arkansas, and in the Delta Region; how income affects dental care needs; service availability; and more. Every other year, a
A class entitled Campaigns and Elections is held for which students are required to volunteer for and work on a local/national campaign that impacts their local community. The Criminal Justice program has to meet the standards set forth by the Academy of Criminal Justice Sciences (ACJS), which recently required that undergraduates systematically explore the issues of diversity. Eliminating stereotypes based on a person’s ethnic background, gender, sexual orientation, etc. is an essential part of the criminal justice education. This is accomplished by requiring students to take SOC 3453 Race and Ethnic Relations. Issues of diversity are also considered within specific courses such as the discussion of racial profiling in CJ 2213 Policing and America. ACJS Standards also require that an ethics component be integrated into the curriculum. This is accomplished by CJ 2133 Criminal Justice Ethics in the criminal justice program. The Social Work department must meet the strict guidelines and standards set forth by the Council on Social Work Education (CSWE), most of which are related to how to ensure that UAM graduates in Social Work are able to work in such a way that they benefit the community and the state.

4. Develop and administer uniform assessment instruments to evaluate student outcomes.

As discussed above, a series of meetings were arranged between new faculty and the Dean to discuss their experiences in the classroom as first-time faculty. This practice will continue. Other measures have been more impromptu, such as having informal meetings between the various members of each departmental division to discuss what they are teaching in all introductory classes to ensure that all students are ready to advance into upper-division classes, regardless of who taught the course. Finding more concrete steps in this regard are on the agenda for 2010-11.

5. Utilize assessment data to identify areas needing improvement.

To better utilize assessment data to identify areas in need of improvement, the assessment tools must be strengthened. To this end, a committee has been brought together to create a more effective senior survey and to create a departmental ‘Facebook’ page to gain more access to graduates.

Long-Range Objectives

1. Create honors programs courses within all social science disciplines.

   To date, all of the majors have established honor societies, except for political science (even here, the paperwork has been submitted). These include: Phi Alpha, Social Work; Phi Alpha Theta, History; Psi Chi, Psychology; and Alpha Phi Sigma, Criminal Justice.
2. Establish appropriate new programs or course offerings as per university/community needs assessments.

Beginning German I & II was taught for the School of Arts and Humanities. No (permanent) new programs or course offerings were added to the curriculum of SSBS programs, but discussions are underway. The following seminars were offered this past year to accommodate student demand/need: Evidence Law, Violence, World War II and America, and the History of European Popular Culture.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Offer general studies and major courses at non-traditional times, formats and at other UAM campus locations (evening, intersession, online courses, McGehee, Crossett, et.al.).

   We offered several classes online this past academic year. In addition we have several night classes, and classes in Crossett and McGehee. We also offer several courses as intercessions (courses offered in a compressed period of time).

2. Infuse healthy lifestyle information into the social and behavioral science curricula where appropriate (e.g., prevention of sexually transmitted diseases, effective parenting, substance abuse, anger management)

   The following classes either deal exclusively with healthy lifestyle information, or touch on them: PSY 1013 Introduction to Psychology; PSY 3253 Adolescence; PSY 3433 Child Development; PSY 3473 Human Sexuality; SOC 2223 Social Problems; SOC 3413 The Family; SOC 3453 Race and Ethnic Relations; SWK 3513 Child Abuse/Neglect; SWK 3653 ST: Substance Abuse.

Intermediate-Range Objectives

1. Review the fit between course offering times and formats and make appropriate adjustments.

   Each year, the SSBS tries different times and formats to try and make classes more assessable to more students. One way that the SSBS helps students complete their degrees in a timely fashion is to offer a wide-range of classes, especially introductory classes, during the summer. There is also a push to offer more classes online in an attempt to match national trends in university education. UAM also has a large number of non-traditional students, so many of
the SSBS departmental divisions offer classes in the evening. Two of our professors, offer their introductory classes at the 8:10 hour, since most Humanities and Social Science based courses are offered between 9:10 and 2:00, in-line with student demand. In line with this objective. Four professors in the Psychology and Social Work departments have also tried alternative time-formats for their classes.

2. Offer continuing education courses for students, employees, and community members that support a healthy lifestyle (assertiveness training, effective parenting courses, anger management, relationship communication, handling work place bullies, surviving abusive relationships).

   No continuing education courses were offered this past year for students, employees and community members.

3. Implement gerontology classes within the Social Work Program.

   Two seminar classes were given, but no further action has been taken, nor is it likely to be.

Long-Range Objectives

1. Develop multiple pathways that will address the diverse levels of preparedness of entering UAM students (e.g., under prepared, adequately prepared, and exceptionally prepared). This also includes encouraging the University to create a top-flight remediation program.

   The SSBS has created a student retention committee this past year that is exploring ways to address the diverse levels of preparedness of entering UAM students. A report was written on the various proposals made at meetings, each of which is being considered.

2. Offer seminars, workshops, and other means to support the retention, graduation, and promotion of post baccalaureate opportunities for social and behavioral science majors.

   SSBS hosts study sessions for students preparing to take the GRE for entrance into graduate school and/or the LSAT for entrance into law school. Each fall semester, SSBS hosts a Graduate School and Law School Informational Meeting, at which interested undergraduate students hear presentations by selected SSBS faculty members about how to prepare (and apply) for and succeed in graduate school. The SSBS has created a student retention committee this past year that is exploring ways to address the various issues related to student retention. The Horizons Program was created specifically to allow students that may have never left Arkansas the opportunity to travel both nationally and internationally while, at the same time, pursuing their academic interests. The SSBS hosts an Undergraduate Student Research Forum Series that allows outstanding students within the school to present their work to their fellow classmates and interested
faculty. Students from every SSBS faculty presented papers at state and/or national conferences.
MISSION, ROLE, AND SCOPE

UAM College of Technology at Crossett (UAM-CTC) is a public two-year post-secondary educational institution providing academic education, technical programs, and resources for the residents of its service area. The institution’s mission is to educate individuals for productive and fulfilling lives by providing opportunities for academic growth, skill development, and specialized training to meet the needs of the workplace. To accomplish this mission, the institution provides effective instruction with practical application, provides quality student services, offers continuing education, adult education, and community services.

Support goals from Enhancement of Resources focus

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Provide a minimum of two (one per semester) professional development opportunities for faculty and administrative staff to improve the quality of instruction, administration, and school operation.

   The following professional development activities were conducted: Professional Development Week August 2009 – 18 hours and Recruiting and Retention of Non-traditional students – 6 hours

2. Participate in a minimum of six networking opportunities with businesses and industries through advisory committee memberships, visits to worksites, and invitations to business and industry representatives to visit the school.

   The UAM-CTC Advisory Board met four times during the 2009-2010 year. Six program advisory boards met two times each during the 2009-2010 academic year. Over 8 field trips were taken to businesses and industries by students in various programs. Over 15 business and industry representatives were invited to speak to students. Copies of all meeting agendas are on file and there is file documentation of all student field trips and business and industry representatives’ visits.
3. Maintain a faculty and administrative staff of which at least 25% are members of professional organizations.

   Over 50% of the professional administrative staff and faculty are members of a professional organization. Supporting documentation is on file.

4. Review all existing articulation agreements and concurrent courses.

   UAM-CTC works in cooperation with Academic Affairs to ensure that articulation agreements are periodically reviewed and updated and on file in their office. All agreements receive prior approval by the UA legal counsel.

5. Maintain current apprenticeship partnerships.

   The existing Electrical Apprenticeship program at UAM-CTC remains strong with approximately 15 employers participating in an active training consortium. The program continues to be approved by the Bureau of Apprenticeship Training and is still funded by a grant.

6. Update all printed, digital, and electronic information regarding the campus and programs.

   The UAM-CTC program information booklet is updated each semester to assure that program offerings and curricula are current. A new brochure was developed for each technical program offering. The UAM-CTC web-site is updated several times per academic year.

Intermediate-Range Objectives

1. Establish a minimum of two additional apprenticeships partners.

   Due to the economic conditions, this objective will be carried forward into 2010-2011.

2. Develop and provide a minimum of two customized training courses for businesses, industries, labor, and governmental agencies.

   Meetings with business and industry to revise curricula in all technical programs have taken place through program advisory committees. Several meetings with a major industry to develop a customized technical training program have taken place, research is being done, and curriculum identification and development are in the planning stages.

3. Expand marketing and recruitment efforts with a minimum of two new activities and/or projects.
High schools outside of regular recruitment area were identified and first time visits were conducted. New high schools visited included, Greenville, MS and Lake Providence, LA. UAM-CTC also participated in an expanded number of Dislocated Workers’ seminars conducted by the Arkansas Workforce Centers.

4. Support the involvement of faculty and staff in a minimum of two community events.

   Professional staff and/or faculty attended the area Chamber of Commerce banquets, economic development activities, and ribbon cuttings for new businesses in the community.

5. Adopt and publish guidelines for a campus-specific recognition program for student achievement.

   This objective will be carried forward to the 2010-2011 strategic plan.

6. Enhance aesthetic appeal of college property through a minimum of two buildings and/or grounds improvement projects.

   The Vice Chancellor is currently working with an architect on the design and construction of a new sign for the campus and a parking lot to be located at the front of the new Industrial Technology building. Plans are also underway for the complete renovation of UAM-CTC’s Adult Education Center, located in Hamburg.

7. Develop a minimum of one internship program that teaches technical skills by alternating traditional instruction and cooperative training through written arrangement between the institution, employers, and students.

   Although the two existing internship programs have been expanded and improved, there have been no new internships developed for other technical programs this year. This objective will be carried forward to next year’s plan.

8. Expand current tutoring services to include reading and study skills.

   This objective will be carried forward to the 2010-2011 strategic plan.

9. Equip a minimum of two additional classrooms with LCD projectors with in-room computer linkage.

   Seven classrooms were equipped with LCD projectors and computers.
Long-Range Objectives

1. Develop a plan for expansion of facilities to accommodate more technical programs.

   A master plan has been developed for future facility expansions. Plans are currently underway to remodel a section of the existing main building to accommodate the new Early Childhood Technical Certificate program.

2. Develop mentoring program for new and incoming students.

   This objective will be carried forward to the 2010-2011 strategic plan.

3. Develop a mentoring program for new faculty members.

   This objective will be carried forward to the 2010-2011 strategic plan.

4. Equip three classrooms with SMART technology capability.

   Three classrooms in the UAM-CTC Adult Education Center in Hamburg have SMART boards and computers ordered which will be installed as soon as the building is renovated. The new building will be used primarily for adult education classes; however, during time periods when the classrooms and computer lab are not in use, they will be used for technical and/or general studies classes.

Support goals from Enhancement of Academics focus

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities; and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Ensure quality assurance through annual internal and external reviews.

   A self-study was conducted in preparation for the Council on Occupational Education visiting team for re-accreditation. The visiting team found a minimal number of criteria that needed to be improved upon, and a response to their report has been filed and is awaiting approval.
2. Provide a minimum of two flexible and innovative professional development activities that are common to all programs.

   There were two innovative professional development activities offered that were common to all programs. A motivational workshop entitled “Life is good” was offered that provided encouragement and supported positive morale development for the professional staff and faculty members. The second workshop, provided through Carl Perkins funding, focused on strategies for recruiting and retaining non-traditional students.

3. Offer a minimum of two career guidance and counseling opportunities for each student.

   All students must see the counselor, the financial aid officer, and their faculty advisor at least once or twice a semester for individual guidance and counseling. Other group sessions are offered to existing and potential students.

4. Schedule a minimum of one inter-campus meeting of faculty and staff to increase awareness of academic networking potential.

   Faculty and staff representing several programs have met with UAM-CTM and UAM main campus including, but not limited to the following: Administrative Office Technology, Health Information Technology, Hospitality, Child Development Associate, Welding, Practical Nursing, Nursing Assistant, Adult Education, and Career Pathways. In the area of general studies, UAM-CTC faculty met with UAM faculty to insure curricula taught is aligned with the departments on the main campus.

5. Maintain accreditation with the Council on Occupational Education.

   As a criteria for the re-accreditation visit, administrators attended the national Council on Occupational Education (COE) Conference in Atlanta, Georgia. As stated previously, the re-accreditation is pending approval from the Commission of the Council on Occupational Education after the team visit and response to the team visit report.

6. Provide a minimum of two technical training opportunities for secondary students to prepare them for advanced/high-skill technical programs.

   Secondary students are eligible to enroll in all technical program courses; however, we currently do not have courses designated solely for secondary students.

7. Develop and offer a minimum of two additional on-line technical classes.

   A formerly traditional technical business course was re-designed and offered on-line; however, due to the computer skill requirements of the course, many of the
students taking the course were not as successful as desired. That particular course will go back to a traditional lecture/lab format. This objective will be carried forward to 2010-2011.

Intermediate-Range Objectives

1. Develop a minimum of one new technical program that coordinates course materials which cross academic units.

   This objective will be carried forward to the 2010-2011 strategic plan.

2. Complete a campus-wide assessment of instructional and lab equipment and develop a plan to address any deficiencies.

   An assessment of each program’s equipment needs was surveyed, and a plan was established to replace and upgrade instructional and lab equipment based on available funding. Equipment needs were prioritized and funding was made available to address those needs determined to be most critical to effective training (supportive documentation is provided in the budget by designated MEF extra funding). A rotation schedule for the replacement of computers in labs is reviewed and implemented yearly.

3. Develop a minimum of one new program consistent with the future employment trends as outlined in current employment data and projections for the service area.

   The planning, budgeting, and advertising for instructors for two new technical certificate programs (Early Childhood Education and Correctional Law Enforcement) have been accomplished. The program courses will be offered beginning with the Fall 2010 semester.

4. Offer a minimum of one technical course per program as an evening, night, weekend, or online course to accommodate the need of a diverse adult population.

   At least one or more technical (or other required) courses needed for each technical certificate program were made available as an evening, night, weekend, or online course.

5. Develop a minimum of one articulation opportunity with area educational institutions.

   Through the UAM Academic Affairs Office a new 2+2 articulation agreement was implemented with SouthArk Community College. Those courses articulated were in the programs of Administrative Office Technology, Health Information Technology, and Computer Maintenance/Networking.
6. Provide a minimum of one new short-term technical course for adults and youth who need and desire training, retraining, and/or upgrading of skills to achieve entry, stability, or advancement in employment.

This objective will be carried forward to the 2010-2011 strategic plan.

Long-Range Objective

Develop and offer a minimum of two technical courses by Compressed Interactive Video (CIV) class offerings that originate from the Colleges of Technology campuses.

No technical courses have been offered by Compressed Interactive Video. This long-range objective is being carried forward.

Support goals from Enhancement of Quality of Life focus

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Develop and incorporate procedures to identify at-risk students.

   Professional development was provided that gave the administrative staff and faculty assistance with the identification of the various categories of at-risk students. Also provided were strategies for intervention to promote retention and student success.

2. Schedule a minimum of two orientation sessions for incoming and new students.

   An orientation session is scheduled in the fall and spring semesters prior to the first day of classes. Additional orientation sessions, which are specific to technical programs, are also conducted.

3. Schedule a minimum of two activities or programs for students, staff, and faculty to promote healthy lifestyles, overcome and prevent discrimination and stereotyping, and/or address other topics that promote emotional well-being related to personal and occupational environments.

   Although these types of activities are provided by various grant projects/programs on the main campus, they are not as accessible for UAM-CTC in such a wide range. However, all of these areas are addressed in Employability Skills/Work Ethics which is a graduation course requirement for most technical certificate programs at UAM-CTC.
4. Promote available counseling and wellness services through posters, flyers, and informational materials provided to students, faculty, and staff.

    Students are provided with a variety of brochures that offer counseling and referral options for counseling in specific areas involving the holistic health of the student. Posters that promote counseling and wellness services are also displayed throughout the campus. The staff and faculty have free access to counseling and some wellness services through a third-party provider and may schedule individual appointments on the UAM campus, as announced.

5. Assess technical programs and services to ensure the needs of all students are being met, with special emphasis on students with disabilities and disadvantaged students.

    This objective will be carried forward to the 2010-2011 strategic plan.

Intermediate-Range Objectives

1. Provide a minimum of two events that promote wellness, multi-cultural awareness, social skills, and teamwork abilities of students.

    Practical Nursing students assisted with providing free health screenings. Hospitality Services students were provided with several opportunities to learn about foods from other countries while increasing their cultural awareness of other ethnic groups. The promotion of wellness, multi-cultural awareness, social skills, and teamwork concepts are all addressed in the curriculum of the Employability Skills/Work Ethics course which is a graduation requirement of most of the technical certificate programs on the UAM-CTC campus.

2. Provide campus-wide wireless internet access.

    This objective will be carried forward to the 2010-2011 strategic plan.

3. Maintain 10 work-study positions that will benefit students financially, while providing resources for the institution staff.

    UAM-CTC has utilized a total of 13 work-study students during the 2009-2010 year.

Long-Range Objectives:

1. Develop a job placement office.

    This objective will be carried forward to the 2010-2011 strategic plan.
2. Expand the staff/faculty lounge.

This objective will be carried forward to the 2010-2011 strategic plan.

3. Survey student, faculty, and staff interest in on-site recreational equipment, and based upon responses, create a plan.

This objective will be carried forward to the 2010-2011 strategic plan.
Mission, Role, and Scope

The mission of UAM College of Technology-McGehee is to provide customized quality educational services to meet the needs of regional workforce development and enhance economic growth of the state. Our priority is to provide the finest instructional resources and support services to enhance the growth and development of students. UAM College of Technology-McGehee is a life-long learning center composed of a highly professional team working to support customer needs and providing world-class quality workforce development.

Educational Opportunities include a General Equivalency Diploma, Continuing Education Units, Certificate of Proficiency, Technical Certificate, and Associate of Applied Science in General Technology with an emphasis in any technical area.

Support goals from Enhancement of Resources focus

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Provide a minimum of 30 in-service hours of professional development opportunities for faculty, staff and administration.

   20 hours of professional development opportunities were provided during UAM’s Professional Development (PD) week plus 6 hours of PD on May 12, 2010, focusing on recruiting and retaining non traditional students.

2. Review, update, and develop networks as needed in all current articulation agreements, internship/preceptorship contracts and memorandums of understandings (MOUs) in place with secondary schools, businesses/industries and higher education institutions.

   The following programs offer clinical, preceptorship, practicum or internship experiences through MOUs, memorandums of agreement (MOAs) or other contractual agreements with businesses/industries or secondary schools: Arkansas Heavy Equipment Operators Training Academy (AHEOTA), welding, early childhood education, emergency medical technology, paramedic, administrative office technology and practical nursing.
3. Review all current Advisory Committee membership to ensure representation of community, business, industries, and all sectors of the community.

   Each committee met on November 16, 2009. Membership representation was reviewed during this meeting.

4. Host a minimum of 2 meetings for all Advisory Committees, maintaining and increasing opportunities for channeling students into internship and employment, review/update the curriculum, increase retention, and utilize the University’s assessment process.

   The first meeting was held on November 16, 2009, with all committees present. The second meeting was per individual department during the spring semester. Copies of agendas and minutes are on file.

5. Enhance visibility and influence of programs by making quarterly contacts with legislators and other state officials.

   The Vice Chancellor meets with senators and representatives at civic organizational meetings and other opportunities that arise. Faculty and staff also make individual contacts to lobby for their respective profession.

6. Review and update all program brochures, flyers and informational material to ensure accuracy with mandatory student learning outcomes listed.

   All brochures were updated to include the student learning outcomes.

7. Provide a minimum of 20 recruiting activities.

   Each department was required to maintain a recruitment log with a minimum of six recruitment activities per semester. Recruitment activities were documented. The student services department devises a recruitment plan annually.

8. Enhance student support services by offering the following: institutional and departmental orientation, assessing student learning outcomes, counseling, advising, tutoring, and consistent support/contact with all current students.

   Institutional orientation is offered every semester; two licensed counselors are on staff; Career Pathways Initiative offers tutoring, support and consistent contact; the retention specialist, hired through the Carl Perkins grant, offers test taking skills, time management, money management, retention strategies, study skills, and stress management. All instructors advise students on a regular basis. All full time instructors maintain posted office hours at a minimum of ten hours per week.
9. Identify growing occupational fields for new program consideration.

   **Surveys and meetings were conducted regarding the Correctional Law Enforcement field.**

10. Increase credit enrollment (FTE; full-time equivalent) by three percent.

    **Student Semester Credit Hours (SSCH) Enrollment for Fall 08 was 205 students. Enrollment for Spring 2009 was 255 students. This is a total enrollment for 08-09 of 460 students. Enrollment for Fall 09 was 268 students. Enrollment for Spring 2010 = 324 students. This is a total enrollment for 09-10 of 592 students.**

Intermediate-Range Objectives

1. Increase student employment opportunities on campus by increasing student work-study positions by one.

   **We offer two work study positions at this time.**

2. Add program(s) of study in growing occupational fields as identified and assess the need to maintain existing programs.

   **Correctional Law Enforcement program was added.**

Long-Range Objectives

Upgrade an area of the facility to better fit the needs of faculty and students.

   **The student center has been upgraded for students. The Maxwell Board room has been designated as the faculty lounge; however, faculty members need an area more conducive to a faculty lounge which may include a refrigerator, microwave, and lounge-type furniture.**

Support goals from Enhancement of Academics focus

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities; and
Increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.
Short-Range Objectives

1. Begin to research and plan for implementing viability standards set down from the Department of Higher Education.

   A program remains viable if 4 students graduate over a 3 year period. Our agriculture technology program was deleted this year.

2. Work with UAM CTC and UAM main campus to support inter-campus faculty meetings to review and improve common disciplines, i.e. programs of study.

   Faculty representing several programs have met with UAM CTC and UAM main campus including, but not limited to the following: administrative office technology, health information technology, early childhood education, practical nursing, nursing assistant, adult education, and career pathways.

3. Increase student participation in internship programs that teach technical skills by alternating institutional instruction and on-the-job training.

   The following programs offer clinical, preceptorship, practicum or internship experiences through MOUs, MOAs or other contractual agreements with businesses/industries or secondary schools: AHEOTA, welding, early childhood education, emergency medical technology, paramedic, administrative office technology, hospitality and practical nursing.

4. Provide guidance and counseling to enable all students to have a greater understanding of educational options for diverse learners.

   Student Services Department meets face-to-face with every student to offer guidance, advising, counseling, etc. All faculty advise students, as well.

5. Partner with business, industry, labor, and government in our service area to identify training needs.

   Customized training is offered to business/industry upon request. Class schedules are available. The Small Business Technology and Development Center offers classes and consulting on a continuing basis. Each department has advisory committees composed of members of the community with expertise in each respective department.

6. Provide information on educational and training opportunities to 3-4 media sources to include newspapers, radio and online networks.

   Small Business Technology and Development Center offers resources through social media; UAM CTM maintains a website; articles and announcements are made through the newspaper, radio, email, flyers, brochures, and television.
7. Review current programs to ensure all programs of study have multiple exit points.

   All programs offer multiple exit points including certificates of proficiency, technical certificates and associate of applied science degrees in general technology. Heavy equipment does not offer a certificate of proficiency at this time.

8. Determine Student Learning Outcomes for every program.

   All programs have written student learning outcomes which are reflected on brochures, web pages, and syllabi.

9. Create an assessment tool to ensure Student Learning Outcomes are being accomplished in every program.

   Student learning outcomes were written for all programs; however, the creation of the assessment tool will be carried forward as a goal for 2010-2011.

Intermediate-Range Objectives

1. Complete a review of all programs of study with regards to the Department of Higher Education viability standards.

   This official review is conducted by the registrar’s office.

2. Support a minimum of one research/field trip per semester for students in each program of study to participate in new, creative learning opportunities.

   Each department was encouraged to implement a minimum of one research/field trip per semester. Surveys during faculty meetings indicate all programs met this objective.

3. Review and identify program and campus specific needs in the area of technology/teaching equipment.

   Surveys on file that were conducted during faculty/staff meetings indicate specific needs.

4. Provide customized training programs as identified by business and industry.

   Customized training and consulting has been offered to several businesses/industries.

5. Offer 10-15 non credit classes and services for individuals who need and desire training, retraining, and upgrading of skills.
As of April 28, 2010, we have instructed 228 non credit classes through our business/industry training program and 26 training events through our Small Business Technology and Development Center.

6. Identify and implement one new resource per program to accommodate the diverse needs of students.

Faculty/staff meetings indicate implementation of programs like guest speakers, new technology, and visual aids to address auditory, visual, and kinesthetic learners.

7. Identify and implement curriculum changes based on achieving Student Learning Outcomes.

Employer surveys are obtained, compiled and analyzed to determine curriculum changes. Departmental advisory committees also identify needs for curriculum changes.

8. Assess the degree to which faculty and administration are addressing needs for changes to achieve Student Learning Outcomes in every course and program.

An assessment tool has not been created; therefore, this objective will be carried forward as an objective for 2010-2011

Long-Range Objectives

1. Complete requirements to meet identified actions based on viability review.

This objective will be carried forward into 2010-2011.

2. Identify resources to meet needs identified in technology/teaching equipment review.

This objective will be carried forward into 2010-2011.

Support goals from Enhancement of Quality of Life focus

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Offer healthy food and beverage selections in vending machines.

We have added a sandwich machine which offers tuna and crackers; we have added baked chips with multi grain selections. We offer water and fruit juices.
2. Offer one online, night or weekend class per program.

Surveys during faculty/staff meetings indicate the specific classes that were taught include World History, American History, American National Government, Nursing Assistant, Medical Terminology, Medical Law and Ethics, Medical Coding, Nutrition, Early Childhood Guidance, Early Childhood Observation and Assessment, Early Childhood Foundations, Algebra, English Composition I and II, Hospitality Safety and Sanitation, Microcomputer Applications, Anatomy and Physiology, Introduction to Criminal Justice, Introduction to Sociology, Technical Communications and Technical Math.

3. Create a student retention plan.

Through the Carl Perkins retention specialist, a student retention plan will be devised during the 2010-2011 year.

4. Provide students, faculty, staff and administration access to free tobacco prevention / cessation services and resources.

A representative has offered several resources through Stamp out Smoking. Our campus is now smoke free.

Intermediate-Range Objectives

1. Require each faculty member to offer one online, night or weekend course for each program of study.

Surveys during faculty/staff meetings indicate the specific faculty who currently offer courses as specified. Courses that were taught include the following: World History, American History, American National Government, Nursing Assistant, Medical Terminology, Medical Law and Ethics, Medical Coding, Nutrition, Early Childhood Guidance, Early Childhood Observation and Assessment, Early Childhood Foundations, Algebra, English Composition I and II, Hospitality Safety and Sanitation, Microcomputer Applications, Anatomy and Physiology, Introduction to Criminal Justice, Introduction to Sociology, Technical Communications and Technical Math.

2. Provide services, resources or support to 3-5 wellness initiatives.

2 blood drives, 2 wellness fairs, 1 health fair, 1 lunch and learn with nutritional teaching were offered. Reshape yourself exercise class and a 5K walk/run were offered on campus.
3. Implement the student retention plan.

   **This objective will be addressed in 2010-2011.**

**Long-Range Objectives**

1. Identify site and possible resources for staff lounge and kitchen area.

   **The board room has been designated as a faculty lounge.**

2. Identify possible program(s) of study where the majority of the course work is offered as online, night or weekend courses.

   **This objective will be addressed in 2010-2011.**

3. Increase student retention rate by 3%.

   **This objective will be addressed in 2010-2011.**
Mission, Role and Scope

The Academic Affairs unit coordinates, reviews, and administers academic policies and programs for the campus. This process includes the review and approval of new academic programs; review of existing programs; transfer and articulation agreements; assessment of programs; advising; and assisting other units to achieve their mission.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Assist units to integrate teaching, scholarly, and creative activities and promote the exchange of ideas in accordance with UAM goals.

   Ongoing project.

2. Support a University-wide plan to retain and graduate students.

   Units submitted a new yearly unit retention plan August 1, 2009.

3. Re-submit course in service learning to C&S committee.

   No action taken.

Intermediate-Range Objectives:

1. Explore opportunities for development of service learning programs in each academic unit.

   Ongoing project.

2. Recruit faculty as needed from quality graduate programs.

   One new faculty from graduate assistant status at another university was hired.
3. Enhance opportunities for communication among units, faculty, and unit heads.

   A meeting place was made available (and was used) for any group that wanted to meet including our technical campuses and outside groups.

**Long-Range Objectives:**

1. Reward faculty for contributions to teaching, scholarly, and creative activities and promote the exchange of ideas.

   **Accolade letters were sent to individual faculty with copies to unit heads.**

2. Track progress of undergraduate programs regarding service learning.

   **One service learning project was completed for Arkansas Mission of Mercy (regional dental fair).**

3. Recognize outstanding service learning faculty/courses.

   **A letter of recognition was sent.**

4. Support and promote programs/activities that enable the University to serve as a center for life-long learning.

   **Ongoing project.**

**Support goals from Enhancement of Academic focus:**

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.

**Short-Range Objectives:**

1. Promote wireless connectivity across campuses.

   **Ongoing project.**
2. Support unit efforts for undergraduate student research.

   Attended student research presentations; provided support for student travel to events.


   Supported the recommendations of the Council on Assessment of Student Academic Achievement committee.

4. Encourage faculty collaborative and creative research efforts.

   Several faculty research projects were initiated during the year.

5. Promote on-line education as an integral part of the academic program.

   Provided a representative to the UA System Distance Education Task Force.

Intermediate-Range Objectives:

1. Enhance student advising and mentoring focusing on strategies for successful personal and academic goals.

   Weevil Mentors provided targeted meetings for scholarship students who were struggling with personal and academic goals.

2. Review and modify policies, procedures, and processes to simplify and remove barriers to enhancement of diverse needs of students.

   Ongoing project.

3. Encourage interdisciplinary/cross-unit collaborations.

   Ongoing project.

4. Modify night class offerings to meet student needs/wants.

   No modifications were made in the night schedule.

5. Develop an Academic Advising webpage.

   Accomplished.
**Long-Range Objectives:**

1. Achieve total campus wireless connectivity.
   
   **No action taken.**

2. Increase funding for Faculty Research and Development.
   
   **No action taken.**

3. Offer associate’s degree via night class and/or on-line courses.
   
   **No action taken.**

4. Graduate students with Bachelor of Applied Science degree.
   
   **First graduates completed the BAS degree in Spring, 2010.**

5. Promote effective academic advising as a means of student retention.
   
   **No action taken.**

6. Investigate possibilities to establish on-line academic advising.
   
   **No action taken.**

**Support goals from Enhancement of Quality of Life focus:**

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

**Short-Range Objectives:**

1. Support programs that promote healthy lifestyles for students, employees, and communities.
   
   **Supervised the No Smoking on campus campaign.**

2. Provide information regarding healthy choices to students.
   
   **Brochures and bookmarks denoting healthy choices were distributed by mentors.**
3. Foster personal and professional integrity and ethical development.

   No action taken.

Intermediate-Range Objectives:

1. Promote retention plans developed by units.

   No action taken.

2. Offer evening, weekend, outreach, and continuing education programs to meet community needs.

   No action taken.

3. Enhance collaborative efforts with outside agencies to promote healthy lifestyles.

   No action taken.

Long-Range Objectives:

1. Promote and collaborate with other institutions to enhance learning opportunities through alternative methods.

   Supported the 2+2 agreements and sharing faculty with technical campuses.

2. Assess University academic programs to assure they fulfill the UAM mission and identify areas of needed improvement and change.

   Ongoing project.

3. Assure all graduates have the opportunity for a learning experience outside the traditional classroom (service learning, study abroad, cooperative agreements, internships, etc.)

   More study abroad programs were offered in the last academic year. A standard form to be used for internship programs was developed and approved by legal counsel.
Mission, Role, and Scope

The UAM Office of Advancement works with alumni and other constituents to support the University’s mission, goals, and activities through friend-raising and fundraising. All activities are geared toward creating a lasting attitude of loyalty and support for UAM. The Office of Advancement includes Alumni Affairs (Director of Alumni Affairs/Staff for the UAM Alumni Association) and the UAM Foundation Fund (fundraising/development).

Support goals from Enhancement of Resources focus:

Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Develop internal and external resources.

Short-Range Objectives

1. Determine clear priorities and functions for the Office of Advancement.
   Complete and on-going.

2. Ensure that all members of the Advancement team are well informed of unit and University priority goals, plans, and procedures so that they can respond to inquiries appropriately and identify opportunities.
   Complete and on-going.

3. Ensure that charitable gifts are processed promptly and appropriately.
   Complete and on-going.

4. Ensure that all donors receive prompt, appropriate and meaningful stewardship.
   Complete and on-going.

5. Improve the reliability and effective use of the alumni and development databases.
   The staff of the advancement office have developed greater proficiency for information research. This is an on-going task as new technological developments are added to the management systems.

   Procedures regarding mail retrieval (bit more involved than simply getting the mail due to the frequent presence of donations) and magazine payment formulas have been established. Current procedures being prepared are spouse contact information maintenance and contact report archiving.

7. Host meaningful and purposeful events that engage alumni and other participants as a means of supporting the mission of UAM.

   Complete and on-going.

8. Raise funds for scholarships.

   Complete and on-going.

9. Raise funds for capital projects.

   Complete and on-going.

10. Support the Office of the Chancellor in efforts to organize and plan for UAM’s centennial celebration.

    Complete.


    77 secured --- delays largely related the downturn in the economy and changes of position for key personnel.

12. Participate actively in the redesign and launch of the University website.

    Members of the advancement office currently serve on the media committee for the university.

13. Utilize the Office of Advancement website to effectively communicate with alumni and friends.

    Contact information has been updated --- project dependent on decisions made regarding the campus website as a whole.

14. Find ways to reduce costs, especially for printing and postage, while still meeting communication goals.

    Databases have been streamlined and increased utilization of electronically mediated communication has been adopted.
15. Expand the Office of Advancement website to include alumni and development news, and to keep it updated with fresh ideas and photographs.

    Photos have been regularly added — significant changes to the website are connected with campus-wide website remodel.

16. Assist with the content and messaging of the *UAM Magazine* in order to communicate UAM programs, events and development opportunities to alumni and friends.

    Complete and on-going.

17. Complete fundraising plans specific to each of the two colleges of technology.

    Steps toward specific plans delayed due to change in positions.

18. Support the two colleges of technology in alumni relations goals.

    Alumni of both campuses have been and are included in all university alumni mailings.

19. Involve alumni in the planning of alumni priorities that appeal to target age groups.

    Complete.

20. Engage in professional development opportunities appropriate to each staff member’s role in the Office of Advancement.

    Professional development is never complete. Specific examples of progress include Newcomers to Alumni Affairs and Newcomers to Development both offered through CASE International.

21. Convert alumni and development data to the new software system selected by The University of Arkansas Foundation, Inc.

    Complete.

22. Complete the conversion to a new alumni and development software package in late 2008.

    Complete.

23. Effectively utilize University resources in alumni and development functions.

    Complete.
24. Complete a comprehensive annual phone-a-thon to alumni and friends.

   **In 2009 a phone-a-thon did occur and will be built upon for the upcoming year.**

25. Review and revise the role and scope of the UAM Foundation Fund Board and the UAM Alumni Association Board and to revise respective bylaws accordingly.

   **Both boards are full and current with regular meetings scheduled three times a year.**

**Intermediate-Range Objectives**

1. Identify and utilize volunteers to help with fundraising for specific projects.

   **Complete and on-going.**

2. Provide online access of UAM Foundation Fund account balances to deans and the director of admissions.

   **We provide such documents upon requests from the deans and directors.**

3. Contract with a company to cleanse the alumni and friends database, providing address corrections and current email addresses.

   **Companies have been reviewed but no action has been taken.**

4. Strengthen the relationship between the Office of Advancement and the fulfillment of the goal to enhance the university’s image, visibility, and influence.

   **Complete.**

**Long-Range Objectives**

1. Develop positive, lasting relationships with alumni, donors and potential donors by communicating on a personal, one-on-one basis.

   **Complete and on-going.**

2. Measure success in alumni and development activities.

   **Several benchmarks have been explored --- no clear criterion has been established to determine success.**
3. Improve benchmarking and tracking procedures in all activities.

   Several benchmarks have been explored --- no clear criterion has been established to determine success.

4. Expand the responsibilities of the Office of Advancement to include functional areas of service commonly found in a comprehensive advancement program.

   Changes limited due to changes in leadership of the office.

Support goals from Enhancement of Academics focus:

Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Encourage and assist vice chancellors and deans to become more involved in fundraising efforts.

   Several members of the University staff are supportive of fundraising efforts.

2. Provide thorough and up-to-date information to UAM Admissions, Financial Aid, academic units, and administration concerning endowments and other funds available for student/faculty support.

   Complete.

3. Provide service learning opportunities by involving current students in fundraising and thus increase their awareness and interest in giving when they are alumni.

   Preliminary groundwork has been done to create a student alumni association on the UAM campus.

Intermediate-Range Objectives

1. Create a system of external advisory boards for Units/Schools.

   No progress has been made
2. Engage students, faculty, and alumni in fundraising for academic projects and activities.

   **Complete and on-going.**

**Long-range Objectives**

1. Create a Development for Dean’s protocol and support their intense involvement in fundraising priorities.

   Visits have been conducted with each dean regarding departmental needs.
   Deans have not been charged with fundraising at this time.

2. Provide staffing for deans and unit heads to enable their success in program development through resource acquisition.

   This is a goal designed for long term growth and may still be viable for the future.

**Support goals from Enhancement of Quality of Life focus:**

Accommodate the diverse needs of students.
Promote healthy lifestyles for students, employees, and communities.

**Short-Range Objectives**

1. Create a service environment within the Office of Advancement that closely connects the work of advancement to the larger scope of university life.

   The advancement office serves as a grant writer for many university programs.

2. Promote a healthy work/life balance for staff within the Office of Advancement.

   No progress made.

3. Offer an alumni/friends trip in 2009.

   Complete.

4. Increase the number of dues-paying alumni so that funding is available for more alumni activities and programs.

   Dues paying alumni have steadily increased over the last four years. In the current year the numbers look to be ahead of schedule.
5. Provide and promote alumni activities that appeal to a variety of age groups.

   **Generational programming is one of the key focuses of Alumni event planning.**

6. Engage students, faculty, staff, alumni, friends, Monticello and all of Southeast Arkansas in UAM’s 100th anniversary celebration.

   **Key events include Clock Tower Dedication, Centennial Kick off celebration and concert.**

**Intermediate-Range Objectives**

1. Staff the Office of Advancement so that program growth is supported.

   **No additional staff has been added.**

3. Identify and provide activities that will encourage parents to bring their children to campus.

   **Kiddie zone during football tailgating and kid discounts at UAM functions.**

3. Increase alumni engagement opportunities both on and off campus.

   **Events in recent history are increasing in participation numbers.**

**Long-Range Objectives**

1. Serve the University through a comprehensive Advancement program.

   **Complete.**
Mission, Role, and Scope

The UAM Division of Finance and Administration maximizes the financial, technological and physical resources of the University in support of its mission. The Division supports UAM’s teaching, research, and public service functions by providing the University community and its constituents with quality services in a cost effective manner. The Division provides specialized expertise in the management of financial assets, human resources, student financial aid, property and facilities and technological support of the academic, student services and administrative functions of the University.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Successfully implement the new administrative software package to replace the POISE system.

   Implementation is approximately 75% complete and on schedule.

2. Develop an annual operational plan that incorporates the use of a master calendar and is designed as a tool for managing the component units of Finance and Administration.

   While this objective was not completed in FY2010, there was progress made in identifying the particular areas within the component units around which the plan would be constructed.

3. Prepare for the FY2011 budget by monitoring updated revenue forecasts, formulating a recommendation for tuition and fees as well as major expenditure categories during the first half of FY2010.

   The FY2011 budget was adopted by UA Board of Trustees on May 21, 2010. It included the most current state revenue forecast for FY2011, tuition and fees rates, and expenditure levels that were discussed and deliberated during budget hearings and other related meetings in the spring.
4. Retrofit the Memorial Classroom Building cooling system and replace the boilers in the University Center as part of an energy efficiency initiative and prioritize further projects that were outlined in the university’s investment grade audit.

   The MCB cooling system was retrofitted and the University Center boilers were replaced in FY2010.

Intermediate-Range Objectives

1. Replace all outdated internal cabling in University buildings and purchase a new telephone system.

   The IT department began replacing cabling on the Monticello campus, completing the first and second floors of the MCB. The initiative began late in the fiscal year and will be continued in FY2011. The university has submitted a grant application for a new telephone system.

2. Evaluate document storage/retrieval capabilities and explore alternative means of reducing paper storage, complying with records retention mandates, and improving preservation of historical data.

   There was no significant progress on this objective in FY2010.

3. Develop online documents and reduce the use of paper forms.

   There was no significant progress on this objective in FY2010.

4. Assess, revise and develop operating procedures and guidance for Finance and Administration operations.

   There was no significant progress on this objective in FY2010.

Long-Range Objectives

1. Encourage development of employee knowledge of and involvement in the management of their fringe benefits.

   The payroll/personnel office offered benefits fairs and arranged appointments for employees with benefits vendors throughout the year.

2. Improve services to students, faculty and staff and to enhance Finance and Administration operations by updating the division’s information technology.

   Five PCs were purchased for F&A during FY2010.
3. Assess the organizational structure of the Finance and Administration Division.

There was no significant progress on this objective in FY2010.

Support goals from Enhancement of Academics focus:

Improve academic quality standards.  
Share academic opportunities across units.  
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.  
Improve internal and external communications.  
Provide the latest technology to our students and faculty.  
Utilize our Colleges of Technology to offer technical programs to all campuses.  
Accommodate the diverse needs of students.  
Enhance UAM’s image.

Short-Range Objectives

1. Implement new learning management software system and train faculty in its use.

   The latest version of Blackboard’s learning management software has been installed on UAM’s network and training has been provided for faculty.

2. Provide the campus community with enhanced research opportunities via access to the Arkansas Research Education Optical Network (AREON).

   AREON has been connected from Monticello, AR to Monroe, LA and the leg from Little Rock to Monticello is expected to be operable by the end of June, 2010. Once the university has total connectivity, research opportunities will be greatly expanded.

3. Enhance data systems and retrieval ability in order to improve collection, analysis, and reporting methods, and thereby improve reliability and accountability of information used for planning and assessment.

   Once the implementation of the WeevilNet is complete and university staff is trained in its use, this objective will be complete.

Intermediate-Range Objectives

1. Replace all outdated internal cabling in University buildings and purchase a new telephone system.

   The IT department began replacing cabling on the Monticello campus, completing the first and second floors of the MCB. The initiative began late in
the fiscal year and will be continued in FY2011. The university has submitted a
grant application for a new telephone system.

Long-Range Objectives

1. Upgrade technology every three years in the institution’s primary academic laboratories.

   The university upgraded computers in the labs specified by the rotation plan.

2. Renovate existing buildings in an attempt to provide space that will accommodate
changes in curriculum and other student needs, increase utilization, and provide cost-
effective solutions to space shortages.

   An architect was selected for the Forest Resources building renovation and
addition. By June 30, 2010, a construction contractor is scheduled to be selected
for recommendation to the Board of Trustees.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Evaluate employee working conditions in order to minimize workers’ compensation
claims.

   There was no significant progress on this objective in FY2010.

2. Review security needs and assess whether new measures should be undertaken to sustain
the safe environment currently enjoyed at the University.

   The university hired two watchmen to walk the Monticello campus and maintain
a security presence, especially when students are in classes.

3. Provide the campus community with enhanced research opportunities via access to the
AREON network.

   AREON has been connected from Monticello, AR to Monroe, LA and the leg
from Little Rock to Monticello is expected to be operable by the end of June,
2010. Once the university has total connectivity research opportunities will be
greatly expanded.
Intermediate-Range Objectives

1. Enhance the campus’s appearance by adding additional landscaping and expanding the underground sprinkling systems.

   An underground sprinkling system was added to the Wells and Sorrells building areas.

2. Evaluate current operational procedures in the security, hazardous materials, and facilities areas.

   The university has an employee whose primary responsibility is occupational safety. This employee’s responsibility includes initiating and maintaining operational procedures designed to provide safe work environments and proper handling of hazard materials.

Long-Range Objectives

1. Maintain safe, clean, comfortable campuses which provide a positive learning, working, and living environment.

   The university enjoyed a safe, clean and comfortable campus in FY2010 that was maintained by an exceptional physical plant staff.

2. Maintain staffing levels required to deliver high quality and responsive services, with competitive salary/benefit packages and appropriate professional development opportunities.

   Despite the reductions in state funding in FY2010, the university did not make any reductions in staffing. While maintenance and operations budgets were reduced 2% overall, there was no significant reduction in professional development opportunities for employees.
OFFICE OF MEDIA SERVICES
UNIVERSITY OF ARKANSAS AT MONTICELLO

Mission, Role, and Scope

The mission of the Office of Media Services is to supervise the dissemination of all external communications from the campus to our various constituencies. This is accomplished through the release of news and feature articles to local, area, state, and regional media outlets, direct contacts with news media, the creation of academic, athletic, admissions, and alumni publications, as well as print, broadcast, and outdoor advertising and marketing. The Office of Media Services reports directly to the Chancellor of the University.

Support goals for Enhancement of Resources Focus:

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Develop internal and external resources.
Recruit, retain, and graduate students.

Short-Range Objectives

1. Continue our ongoing efforts in advertising and marketing with an expansion of television advertising in the Little Rock market. This will be done primarily to increase name recognition and awareness to a part of the state where the institution is not well known.

    In 2009-10, the Office of Media Services, thanks in large measure to increased funding for advertising, was able to expand advertising and marketing efforts in the state and region. This included a renewal for the third year in a row of a prime-time advertising package with Little Rock television station KATV, and the continued participation in the Gulf South Conference television package, which includes advertising during the GSC Game of the Week. In December 2009, the University entered into an agreement with KLRT Fox 16 and KASN “The CW” to purchase a 12-month television advertising package which will guarantee at least 40 spots per month (20 of KLRT and 20 on KASN). In addition, the University kept a presence in both Pine Bluff and El Dorado with the purchase of special advertising packages in SeaLife Magazine and the El Dorado News-Times.

2. Obtain reliable internet connections to the press boxes in baseball and softball as well as adequate internet connections for the press table at Steelman Fieldhouse in basketball to allow streaming of live game statistics.
This goal was accomplished thanks to the assistance of the Physical Plant at the Department of Athletics.

Intermediate-Range Objectives

1. Enhance the University’s athletic website by outsourcing the design, creation, and upkeep to an outside source, allowing the Sports Information Director to update the website quickly and more efficiently.

   This goal is still under consideration as the campus-wide committee on advertising and marketing considers changes to the University’s website. Recommendations on both the main university website and the athletic site will be made during the 2010-2011 academic year.

2. Add video streaming of athletic events to the University’s website.

   This goal has not been met, but will be taken under consideration along with other recommendations of the advertising and marketing committee with regard to changes in the campus website. Since sports information has been moved to the Department of Athletics, this is a goal that that department will address.

Long-Range Objectives

1. Secure funding for a comprehensive television advertising campaign to enhance name recognition and awareness of the institution, its history, and its availability as a viable alternative for the state’s high school graduates who would prefer a degree from the University of Arkansas without attending a large university.

   With the purchase of a television package from Fox 16, the University has taken the first step toward reaching this objective. The advertising and marketing committee is exploring other options regarding television advertising and will make recommendations to the Executive Council.

2. Explore new methods of marketing and advertising to reach the best and brightest students of the state and region. This would include exploring the developing technology of variable printing, allowing the Office of Admissions to customize brochures and recruiting materials to individual students.

   The advertising and marketing committee has recommended and received for the purchase of a one-year contract with YOUniversity, a web-based marketing tool for colleges and universities. This will be funded by the Office of Media Services and maintained by the Office of Admissions in a joint advertising/marketing effort.
Support Goals from Enhancement of Academic focus:

Improve academic quality standards.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Publicize the achievements of students as both individuals and groups.
   
   This is an ongoing goal which continues to be met on a daily basis.

2. Publicize the accomplishments of faculty, such as awards won, grants received.
   
   This is an ongoing goal which continues to be met on a daily basis.

Intermediate-Range Objectives

1. Expand coverage of academic achievements to broadcast media through personal contacts.
   
   This is, again, an ongoing goal which is being met through personal contacts with members of the broadcast media.

2. Expand coverage of faculty achievements through contacts with professional journals and publications.
   
   This goal is being met with assistance from faculty and staff who provide information regarding professional journals pertinent to their academic disciplines.

Long-Range Objectives

Expand coverage of the academic achievements of students and faculty on the web.

This is a continuing goal being met by working with the Office of Information Technology to improve the amount of UAM news being posted on the university's website.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.
Short-Range Objectives

Publicize community outreach, extension and research through media contacts and the creation and dissemination of news releases throughout the state and region.

This goal is being met with news releases and feature articles.

Intermediate-Range Objectives

Create a wider knowledge of the university’s programs in outreach, research and extension through contacts with television media.

This goal, as well as the long-range objective is being met through the dissemination of news releases and features about the university's outreach and extension programs and their impact on the state and region.

Long-Range Objectives

Create a broader awareness of the university’s impact on the state and region’s quality of life.

This goal will be met with an increase in advertising exposure at the statewide level as well as concerted efforts to develop personal relationships with media gatekeepers.
DIVISION OF STUDENT AFFAIRS  
UNIVERSITY OF ARKANSAS AT MONTICELLO

**Mission, Role, and Scope:**

The Division of Student Affairs at the University of Arkansas at Monticello is committed to the development of well-rounded students who become successful graduates and lifelong learners through collaborations and partnership with faculty, staff, parents, employers, and alumni. Our primary mission is two-fold: (1) to promote student learning and personal development both inside and outside the classroom, and (2) to develop a strong sense of community within the University by delivering high quality programs and services.

**Support goals from Enhancement of Resources focus:**

Recruit, develop, and retain a quality faculty and staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Enhance the research environment for faculty and students.
Improve internal and external communications.
Improve employment opportunities.
Develop internal and external resources.
Recruit, retain, and graduate students.

**Short-Range Objectives**

1. Enhance student learning by creating and implementing programs, services, and activities that foster the intellectual, social, moral, ethical, spiritual, and physical development of students.

   **Complete and on-going.**

2. Develop a specific communication/marketing plan to increase student awareness and utilization of existing programs and support services.

   **Utilization of Facebook and official student e-mails accounts as required by students with the new computer software conversion.**

3. Utilize faculty on programming committees, i.e. Parent/Family Appreciation Day, Homecoming, Wellness Committee, Career Fair, Scholarship Committee, Recruitment Committee, etc.

   **Complete and on-going.**
4. Offer collaborative wellness activities for the University Community.
   
   Complete and on-going.

5. Attract and retain an increasingly diverse student population utilizing the University Affirmative Action Plan as a guide.
   
   Complete and on-going.

6. Recruit, attract, and retain academically prepared and achievement-oriented students.
   
   Complete and on-going.

7. Seek additional opportunities to increase faculty involvement in programs and services.
   
   Complete and on-going.

8. Articulate conduct expectations for student groups, including responsibility for the behavior of their members.
   
   Complete.

9. Employ Graduate Assistants to aid in the delivery of services for: ADA for students with disabilities (Admissions); NCAA for spirit/cheer groups (Student Activities); ETS for test administration/security (Testing, Counseling, and Career Services); Intramurals/Wellness, and Residence Hall Management.
   
   This past fiscal year the Office of Student Affairs employed seven graduate assistants (out of eight available positions).

10. Admit and enroll at least 3,000 students for the 2009 Fall Semester.
    
    Complete.

11. Offer an attractive scholarship package for all students based on the student’s merit and/or need.
    
    UAM offers a highly competitive scholarship package.

12. Articulate and educate the University Community regarding facility reservations, equipment needs, etc.
    
    Complete and on-going.
13. Offer the UAM Trotter House as a personal and meaningful guest/rental facility to the campus community, Monticello Community, and to visitors from the region, state, nation and international locales.

Complete and on-going.

Intermediate-Range Objectives

1. Enhance the Division’s commitment to employees through appropriate staff development opportunities, i.e. Student Affairs Directors actively participating in their respective professional organization(s).

   Every Director has been afforded the opportunity to attend his/her professional organization conference, i.e. National Intramural and Recreation Sports Association, Southwest Association of College and University Housing Officers, National Association of Student Personnel Administrators, American College Personnel Association, Professional Innkeepers Association of America, etc.

2. Expand the student organization advisor training program.

   More communication and written documentation re: advisor responsibilities and duties.

3. Reinforce the partnership agreement with dining services vendor that generates revenue supporting capital improvements to dining facilities and possibly the Gibson University Center in general.

Complete and on-going.

Long-Range Objectives

Establish space and management for student union activities, i.e. game room, indoor recreation, and community social space.

Not complete due to space limitations.

Support goals from Enhancement of Academics focus:

Improve academic quality standards.
Share academic opportunities across units.
Increase opportunities for faculty/student research and creative activities and increase experimental and service learning opportunities.
Improve internal and external communications.
Provide the latest technology to our students and faculty.
Utilize our Colleges of Technology to offer technical programs to all campuses.
Accommodate the diverse needs of students.
Enhance UAM’s image.
Short-Range Objectives

4. Collaborate with the Vice Chancellor for Academic Affairs to integrate student affairs programs and academic programs that enhance holistic student learning.

   **Complete and on-going.**

2. Research the feasibility of starting a chapter of Phi Eta Sigma (Freshman Honor Society) in order to recognize those first-time freshmen students who achieve a GPA of 3.5 or higher their first semester.

   **No progress at this time.**

3. Have conversations with a web-based learning committee to insure consistency and formal guidelines for on-line testing used with distance education efforts.

   **Complete and on-going.**

4. Co-sponsor (with Academic Affairs) a structured lunch between Unit Heads/respective faculty and students within the first two weeks of class in order to introduce new students to faculty members of the student’s respective academic unit/division.

   **Not complete due to scheduling and space limitations.**

5. Organize a Mock/Model Lecture as part of orientation so that incoming students understand the type of required work at the University.

   **Not complete due to time constraints during orientation and advising.**

6. Implement a campus wide emergency notification system.

   **Complete and on-going as new cell phone numbers of faculty, staff, and students must be collected and altered.**

7. Retain a fully trained department of public safety ready to meet the needs of the University Community.

   **Complete.**

Intermediate-Range Objectives

6. Provide tutorial services to provide academic support for all students.

   **Complete.**
2. Maintain a fully staffed, trained, and diverse public safety department ready to serve the needs of the University Community.

   **Diversity standards have not been met due to lack of qualified applicants.**

3. Improve campus safety by increasing lighting in selected areas.

   **Complete and on-going.**

**Long-Range Objectives**

Increase alumni involvement within the Division in order to facilitate networking opportunities for students, i.e. collaborate with the Office of Advancement to utilize Alumni Ambassadors to assist with new student recruitment and existing Alumni Mentoring Program.

**Discussions with the Office of Alumni Affairs have begun regarding selection, procedures and budgeting.**

**Support goals from Enhancement of Quality of Life focus:**

Accommodate the diverse needs of students.  
Develop and implement a comprehensive student retention plan.  
Promote healthy lifestyles for students, employees, and communities.

**Short-Range Objectives**

1. Develop students through programs, activities, role models, and specialized training geared to maximize lifelong learning and personal wellness.

   **Complete.**

2. Offer cultural and educational opportunities that provide exposure and enrichment to foster student growth and enlightenment, i.e. “International Bazaar,” Women’s History,”“Local Philanthropy Day.”

   **Complete.**

3. Sponsor a campus-wide “Student Recognition and Awards Banquet” to honor both individual student leaders and student groups, i.e. Who’s Who, nationally recognized cheerleaders, forestry conclave winners, Gulf South Conference Academic Honor Roll, etc.

   **Not complete due to budget constraints.**
4. Offer programming on crime prevention and personal safety for students, faculty, and staff through the Department of Public Safety.

   **Office of public safety is gathering information from other institutions on topics and organization of program.**

**Intermediate-Range Objectives**

4. Increase student involvement in campus activities and clubs through the development of a Greek Rush booklet, and expanded organization handbook.

   **Complete.**

5. Expand a reward/incentive system for student organization participation in campus events. Example: ACE Trophy (All Campus Events) for participation in Parent/Family Appreciation Day, Homecoming/Spirit Week, Spring Fling, etc…

   **Complete.**

3. Form a *Freshman Forum* through the Student Government Association (SGA) to build student involvement for the new student and to establish a training ground for future Student Government Association Officers.

   **Partially complete as SGA has modified its constitution and increased its size and significance of representation.**

4. Create and design of an *Emerging Student Leaders Retreat* for freshmen and sophomore students to be held at an off-campus site.

   **This objective is ongoing. There is a temporary hiatus due to budget constraints. There has been no progress other than trying to earmark funds each year to fund the initiative.**

5. Assist in training of safety/security patrol for the UAM-CTC and the UAM-CTM.

   **Complete.**

**Long-Range Objectives**

1. Initiate a *Senior Student Symposium* designed to keep the graduating student connected to the University and build a foundation for active alumni status.

   **No progress this year.**

2. Secure a space for a comprehensive Wellness Center to include Student Health Services, fitness center, and space for programming and educational activities.
We are working on a donor who may be giving funds for remodeling the old BCM which will be converted to a Wellness Center.
OFFICE OF THE REGISTRAR
UNIVERSITY OF ARKANSAS AT MONTICELLO

Mission, Role, and Scope

The mission of the Office of the Registrar is to serve faculty and students in many ways. The office supervises registration for classes, maintains academic records, issues transcripts, participates in commencement, and processes conferral of certificates and degrees. The office also provides certification information for Department of Veterans Affairs programs.

In addition to the above mission, the current Registrar has primary responsibility for institutional reporting.

Support goals from Enhancement of Resources focus:

Recruit, develop, and retain a quality staff.
Build partnerships through networking and collaboration.
Enhance the University’s image, visibility, and influence.
Improve internal and external communications.
Develop internal and external resources.

Short-Range Objectives

1. List forms available on the website for the Office of the Registrar, to analyze which ones, if any, should be removed, and to compare the lists with forms available in hard copy format to determine which additional forms should be placed on the web.

   No forms were removed. Other forms, such as release/restriction form, were updated to either comply with new rules and regulations or to be compatible with the new administrative software.

2. Complete the compilation of a master calendar for the office to improve efficiency and to help ensure that no vital processes go undone.

   This continues to be a work in process, but a major milestone will be reached when WeevilNet goes live in late summer 2010. In WeevilNet, calendar setup is part of the implementation and governs many of the activities related to student records and enrollment. In order for WeevilNet to operate correctly, calendars will continue to be maintained.

3. Continue with the process of reviewing and organizing the content of student folders; to scan, index, and shred courtesy letters or other non-critical documents; and to place the contents in vinyl, acid-free sleeves in order to recoup 25% of shelf space.

   This has continued, and noticeable progress has been made. At the end of 2009-2010, approximately 33% of the total file room has been reviewed, scanned, and
reorganized. Progress on this objective is highly dependent upon availability of staff time. In addition, not everyone in the office is equipped for this.

4. Implement specific cost-cutting measures: reduction in postage expenses by using student-pickup of mail, fax and e-mail transmissions rather than snail mail, and grouping of mailings to Crossett and McGehee; reduction in paper and forms expense; and reduction in copier and printer toner.

This objective has received considerable success. During this year alone, enough savings were realized to purchase two laptop computers and one desktop computer. These savings were possible even after a University-wide budget cut in the fall term.

5. Fully investigate the capability of the CS2560 for possible use in scanning and faxing documents to save time and money.

This has been fully realized and has resulted in significant savings this year.

Intermediate-Range Objectives

1. As time permits, cross-train co-workers within the office.

Two employees can basically “do anything and everything,” while two others can do front-desk duties and course scheduling, and the fifth person is expanding knowledge beyond the front desk. This was the first year for one of the individuals to fully participate in class scheduling and the procedures related thereto.

2. Begin the implementation of a new administrative software package. This is expected to take three years to be completely implemented and integrated with other users on the campus.

This has taken a tremendous amount of productive time from the Registrar and Associate Registrar. The time has been spent in fit-gap meetings to assess needs as well as meetings to test converted data and to experience hands-on training. There have also been homework assignments requiring chunks of office time normally devoted to regular office tasks. It is expected that 2010-2011 will be a time intensive period of transition, but the groundwork has been laid to go live in late July 2010.

3. In conjunction with the implementation of a relational database administrative software, develop a “common data set” for placement on the UAM website.

This has received no attention, although we are keenly aware of the need for a common data set (CDS). This is an important objective and one which should begin at some point in 2010-2011.
Support goals from Enhancement of Academics focus:

Improve internal and external communications.
Accommodate the diverse needs of students.
Enhance UAM’s image.

Short-Range Objectives

1. Set up all office forms on disk and to place all the forms on the web site.

   This has been accomplished for the most part but is something that is never totally done. It is important for any new forms or revised forms to be made accessible as quickly as possible.

2. Continually review standard forms and work toward improvement or streamlining of those forms.

   Accomplished.

3. Finish re-programming degree audits for the 09-11 catalog.

   Done with existing software (POISE) but only partially done with WeevilNet. This, as well as all previous viable catalogs, must be implemented in WeevilNet.

4. Continue the conversion of microfilm records onto DVD media and to make hard copies of transcripts which are currently available only on microfilm.

   Progress has been made, but this is not complete. An estimate of what will require conversion is 40% complete

Intermediate-Range Objectives

1. Implement the student records modules of a new administrative software package and to begin using the features of that software to revise procedures for equivalencies, substitutions, and exceptional course registrations.

   Student records are expected to go live in late July 2010.

2. Begin utilization of the Bachelor of General Studies (BGS) degree to assist former students (stopouts/dropouts) who may be complete or nearly complete on a current degree plan and to assist them in earning the degree.

   Several BGS degrees were awarded this year. One of them, in fact, was to a student who had finished all course requirements to graduate nine years ago but was ineligible for her degree because a Praxis test had not been passed.
The BGS allowed this student to repackage what she had completed in order to be a baccalaureate graduate.

Long-Range Objectives

Research and implement some type of “scholarly intramurals” to appeal to those students who wish to participate in collegiate competition based on academic talent and knowledge.

A lack of time and resources inhibited the planning and implementation of a scholarly intramural activity.

Support goals from Enhancement of Quality of Life focus:

Accommodate the diverse needs of students.
Develop and implement a comprehensive student retention plan.
Promote healthy lifestyles for students, employees, and communities.

Short-Range Objectives

1. Rearrange space in the office suite to provide for the placement of a microfridge and microwave for use by staff members who choose to have lunch on site.

   Both small appliances are on site but are still located in a storage room rather than in a pleasant space. This needs to continue as an objective to be accomplished.

2. Provide opportunities for employees to take one class during the workday.

   Employees have this opportunity, but none chose to partake this year.

3. Encourage and reward (in some way) participation in campus and community events which are aimed at health issues or quality of life.

   Employees had the opportunity to participate in campus health fairs. One employee went through a series of off-campus health classes aimed specifically at her situation. No rewards were given for participation except time away from task for the campus activities.

4. Inventory existing office signage and get input from all staff members to update the signage for succinct and positive communication.

   This has been partially accomplished. One example is the octagonal stop sign on the front door of the office. The stop sign relays the need for a photo ID. While the sign itself may be too harsh, it at least gets the message across to students.
that an ID is needed, long before the student may wait in line and then discover this is necessary.

5. Provide opportunities for developing improved communications in dealing with difficult situations.

Training and tips have been shared on an impromptu basis, but there have been no opportunities for any formal training.

Intermediate-Range Objective

1. Reorganize to some extent the suite offices to make them more efficient and to maximize existing space.

This objective has not been accomplished but is important enough to keep on the radar screen. There simply wasn’t enough time to begin the reorganization process.

2. Plan for replacement of aging office computers, ideally one per year, from M&O funds.

One new desktop computer was purchased this year. Two laptops were purchased to allow the registrar and associate registrar to perform many office tasks after hours and on weekends.